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# THE INDIAN ARCHIVES

Volume II

1948

THE CHIEF EDITOR, THE INDIAN ARCHIVES,  
NATIONAL ARCHIVES OF INDIA, NEW DELHI.



## FOREWORD

BY MAULANA ABUL KALAM AZAD

*Minister for Education, Government of India, and  
President, Indian Historical Records Commission*

THE MINISTRY OF EDUCATION is concerned not only with General Education in all its aspects but also with Museums, Archaeology, Anthropology and Archives. Progress and development are necessary in all these directions and the changed circumstances of India have given fresh urgency to the need.

Ever since I assumed charge of this Ministry, I have been faced with the problem of deciding which of these activities to take up first. I realised that it would not be possible to undertake expansion schemes in all of them simultaneously. The immensity of the problem before us and the limitation of our resources compelled a determination of priority and after careful thought I came to the conclusion that we must place greater emphasis on General Education, especially so far as it relates to universal basic and social education for the people.

The first year of independence has therefore been taken up entirely with the execution of this task. Now that our schemes are complete and I am hoping that in spite of present financial stringency we will be able to start operation on an all-India basis from the coming financial year, I feel that the time has come when we may take up a second objective. To my mind, of the remaining activities of the Ministry of Education, one of the most important is the work in connection with the National Archives. Till now we have had only an Imperial Record Office, but with the achievement of independence this must be transformed into a National Archives in the fullest sense of the term.

Records are the basis of the study of history of all lands. They have this peculiarity that if the material is not preserved in time, the loss is irreparable and history of both the present and the future suffers. I have in my mind a complete plan of work about our records. I am aware of the existing financial difficulties but I feel that this should not hold up the execution of such programmes of development as are essential to the working of the National Archives.

The appearance of *The Indian Archives* was delayed owing to the exigencies of the war. With the cessation of hostilities it has been

possible to bring out this journal the want for which had been long felt. This is the first issue of the second year of its publication.

Readers of the magazine must have noticed the effort which has gone to make it more attractive and interesting but we realise that there is still room for much improvement. I am confident that with so able a historian as Dr. S. N. Sen as its Chief Editor, the journal will maintain and improve upon the standard already achieved.

# THE INDIAN ARCHIVES

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Volume II

January, 1948

Number 1

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## EDITORS' NOTE

THE INDIAN ARCHIVES has completed its first year of existence and now steps into the second. Traditionally this is the time to look back and take stock of our ambitions and attainments, the help we got and the hurdles we had to negotiate. It may as well be confessed that the Editors had started on this venture with much trepidation of heart for while the need for such a journal was keenly felt among those engaged in the profession, by the time the first issue came out of the press, the whole country was swept by events so momentous and exciting that there seemed to be no time for anything which was not dazzlingly brilliant. And archivism undoubtedly is not that; it is the profession of those who merely wait behind the line and render essential service to the more brilliant performers in the front. However, the response we had was extremely encouraging. The print order for THE INDIAN ARCHIVES had to be more than trebled beginning with the second issue and we still receive requests from late subscribers for a copy of the first number. We regretfully inform them that the printing position being such as it is, the reprinting of the first issue is out of the question at the moment. The same reason explains, at least in part, our having fallen so much behind schedule as well as our inability to maintain a uniform standard of printing. For these we crave our readers' indulgence. We hope that during the current year (1949) we shall be able to clear the arrears.

We take this opportunity to thank those from whom we got unstinted support: the various records offices, manuscript libraries and learned bodies, both in India and abroad, who have kept us regularly informed of their activities and who have permitted us freely to borrow from their own publications. Without their co-operation it would not have been possible for us to keep up our News Notes feature which has been generally acclaimed as very useful. Here, too, our having fallen behind schedule has caused serious dislocation, and that will account for either the absence or skimpiness of the News Notes in this and the subsequent ~~three~~ issues. It will also explain any mix-up in our chronology including



## THE INDIAN ARCHIVES

discrepancies between the date on the cover and the matter in the News Notes. Our thanks are also due to individual contributors who, busy people as they are, found time to write for THE INDIAN ARCHIVES. Their co-operation continues and in our future issues are scheduled to be printed articles by Mr. Hilary Jenkinson, Deputy Keeper of the Public Record Office, London; Dr. Ernst Posner, late of the Privy State Archives of Prussia; Dr. Solon J. Buck, late Archivist of the United States; M. Robert Marichal of the National Archives of France; Mr. R. B. Ramsbotham of Oxford; Dr. T. G. P. Spear, late of Delhi University, and other acknowledged authorities in the fields of archives and historical manuscripts.

# ARCHIVES OF THE FRENCH-INDIA HISTORICAL SOCIETY\*

YVONNE R. GAEBELE

*President, the French-India Historical Society*

OUR establishments in India with Pondicherry at the head possess the largest body of archives in the French colonial empire. Some of the French-Indian archives are of great importance. Their continued preservation was not, however, without many vicissitudes. The first inventory of these archives was made on 21 March 1707 after the death of Pondicherry's first Governor François Martin. Another inventory was made in 1761 in the following circumstances. In that year for the first time Pondicherry was occupied by the British. The archives were put into chests and transferred to Tranquebar, a little Danish village near Karikal. At that time, on 8 August, an inventory of the records was made which Lagrenec, Secretary of the Conseil Supérieur, sent to Dulamens, a notary. These records comprising of 243 files were in unbroken series from 2 July 1720 to 8 October 1760. The series 'Firmans and Parwanas' consisted of 54 files of deeds of title to territorial acquisitions made by the Company and of its commercial privileges.

The portion of the Pondicherry archives sent away to Tranquebar represented the major part of the archival holdings of that town; a smaller body was hidden in the neighbourhood of Pondicherry. With the return of peace in 1763, the Directors in Paris ordered the reassembling of the archives. The instruction was given in the form of a "Memorandum on the registers and papers saved at the time of the fall of Pondicherry or such as could be recovered from different parts of India." An inventory made on 30 November 1773 states that all the papers which had been sent to Tranquebar were safely brought back to Pondicherry.

In October 1778 the English captured Pondicherry again. This time all the papers and records were left there entrusted to a sentry of the naval warehouse, Blin de Grincourt, who was to have under his care this precious charge for twenty-five years or more. When in 1793 Pondicherry fell once more before the English, Blin de Grincourt took charge of the archives once again and saved them from pillage. On his death in 1800, his two sons, Alexandre Blin de Grincourt and Blin de Lamairie<sup>1</sup> took over the care and protection of the archives. During the course of the subsequent years Blin de Grincourt and Blin de Lamairie made several

\*Translated from the author's original in French.

attempts to take the archives, special items or military documents, out of their personal custody and restore them to the general warehouse where the bulk of the records were kept. In 1816, the Blins claimed reimbursement of money which according to them had been spent by them for renting premises to house the records and other services for guarding them. They were told by the French Government that nothing was due to them. On the contrary, they were blamed for having given the English access to certain documents, a charge patently false because some of the documents were titles of possessions of the French establishment and certainly would not be recovered if the English had had any knowledge of their whereabouts.

In 1816 the brothers Blin de Grincourt and de Lamairie handed over the whole body of records so long in their custody to the care of the Colonial Inspector. Subsequently the collection grew rich with the addition of records of the revolutionary period, 1789-93, as also of the documents relating to the expedition of Bussy. In 1832, the poorly cared for archives depository was infested with rot and many records had to be burnt. In 1837 Blin de Lamairie died, and the files of old papers found in his possession were also burnt by the Government.

Fortunately in 1844 Edward Ariel, a pupil of Burnouf, arrived in the colony. He took up an appointment at Pondicherry in order to be able to pursue his linguistic studies. There he represented to the Governor, Rear-Admiral de Verninac, the need for saving what had survived of the archives of the Compagnie des Indes. On 23 September 1852 an order was issued creating a "general repository of the old archives of the French Establishments in India" in the local public library. Ariel became the first Keeper of the Library and Archives. He forthwith had copies made of all documents that were in an advanced stage of disintegration. Ariel died in 1854 and was succeeded by M. Vinson, professor in the School of Oriental Languages, who completed cataloguing the archives.

But again the archives fell into neglect until Martineau came as Governor. When he saw the rich material there he decided to found the French India Historical Society. The Society undertook the work of preserving and publishing all documents relating to our town.<sup>2</sup> The Society has been in existence for 38 years and the list of its publications given below will show the wealth of the published material.

*Revue historique de l'Inde française*: 1er volume—1916; 2e volume—1917-1918; 3e volume—1919; 4e volume—1920; 5e volume—1921-22; 6e volume—1946.

*Les dernières luttes de Français dans l'Inde et sur l'Océan Indien* par le Colonel Melleson—Traduit par M. Edmond Gaudart, 2e Edition 1932.

*Lettres et Conventions des Gouverneurs de Pondichéry avec les divers*

Princes Indiens de 1666 à 1793, publiées par M. A. Martineau, 1912.

Inventaire des Anciennes Archives de l'Inde française, dressé par M. A. Martineau.

Résumé des Actes de l'Etat Civil de Pondichéry: 2e volume de 1736 à 1760, publié par M. A. Martineau; 3e volume de 1761 à 1784 inclus, publié par M. H. de Closets d'Errey.

Index Alphabétique des noms propres contenu dans les actes de l'Etat Civil de Pondichéry; 1er volume 1676-1735, 2e volume 1736-1760, Publiés par M. H. de Closets d'Errey.

Correspondance du Conseil Supérieur de Pondichéry et de la Compagnie: Tome I de 1726 à 1730. Tome II de 1736 à 1738. Tome III de 1739 à 1742. Tome IV de 1744 à 1749. Tome V de 1755 à 1759. Tome VI de 1766 à 1767. Publiés par M. A. Martineau.

Correspondance des Agents à Pondichéry de la nouvelle Compagnie des Indes avec les Administrateurs à Paris, 1788-1803. Publiée avec introduction par M. Ed. Gaudart.

Catalogue des Manuscrits des Anciennes Archives de l'Inde française. Tome I. Pondichéry 1690-1789. Tome II. Pondichéry 1789 à 1815. Tome IV. Karikal 1739 à 1815. Tome V. Mahé et les loges de Calicut et de Surate 1739-1808. Tome VI. Yanaon, Mazulipatam et diverses localités 1669-1793. Tome VII. Documents postérieurs à 1815, Pondichéry. Tome VIII. Etablissements secondaires et Loges. Publiés par M. Ed. Gaudart.

Les cyclones à la côte Coromandel, par M. A. Martineau.

Un partisan français dans le Madura, 2e édition, par M. Ed. Gaudart.

Les Pallavas, par M. G. J. Dubreuil.

La politique de Dupleix, d'après sa lettre à Saunders. Publiée par M. A. Martineau.

La Révolution et les Etablissements français dans l'Inde. 1929. 344 p. Ouvrage récompensé par l'Institut. Prix Lucian Reinach. Appendices. XXX pages, par Mme V. Labernadie.

Le Vieux Pondichéry, 1673-1815. Histoire d'une ville coloniale française avec une préface de M. A. Martineau. 10 gravures, 3 plans. 2 appendices, par Mme V. Labernadie. Ouvrage couronné par l'Académie française, un volume de 448 pages.

• Créole et Grande Dame (Johanna Béguin, Marquise Dupleix) Trois lettres inédites, 304 p. 14 gravures. Ouvrage couronné par l'Académie française par Mme Yvonne Robert Gaebelé.

• Une Parisienne aux Indes au XVII<sup>e</sup> siècle (Mme François Martin) par Mme Yvonne Robert Gaebelé.

Catalogue des cartes, plans et projets. Par le Major Tranchell, 1930.

Un Livre de compte de Ananda Rangapoullé (Courtier de la

Compagnie des Indes) par le R. P. Oubagarassamy, Bernadotte, 1930.

Résumé des brevets, provisions et commissions du roi et des nominations faites par les Directeurs de la Compagnie des Indes et le Conseil Supérieur de Pondichéry, par Mme Deront.

Journal de Bussy, Commandant général des forces de terre et de mer dans l'Inde du 13 novembre 1781 au 31 mars 1784. Publié par M. A. Martineau.

Mémoire de Desjardins, officer au bataillon de l'Inde, avec introduction, par Mme Deront.

Don Antonie José de Noronha, Eveque d'Halicarnasse. Mémoire historique par J. A. Ismael Gracias. Traduit du portugais avec introduction par M. H. de Closets d'Errey, Conservateur de la Bibliothèque publique, Pondichéry, 1933.

Résumé de lettres du Conseil Supérieur de Pondichéry à divers, publié par M. H. de Closets d'Errey.

Précis chronologique de l'histoire de l'Inde française (1664-1816) suivi d'un relevé des faits marquants de l'Inde française au XIXe siècle. publié par M. H. de Closets d'Errey, Conservateur de la Bibliothèque publique de Pondichéry.

Arrêts du Conseil Supérieur de Pondichéry analysés par Mme Gnanou Diagou, avocat à la Cour d'Appel de Pondichéry. Tome I, 1735-1760. Tome II, 1765-1774. Tome III, 1775-1778. Tome IV, 1785-1789. Tome V, 1790-1794. Tome VI, 1795-1806. Tome VII, 1807-1815. Tome VIII, 1816-1820.

Les privilèges du commerce français dans l'Inde, par M. Ed Gaudart, 22 pp.

L'Ezour Védam de Voltaire et les pseudovédams de Pondichéry, par R. P. J. Castets, S. J., 48 p.

Les conflicts religieux de Chandernagor par M. Ed. Gaudart, 29 pp.

Les Archives de Madras et l'Histoire de l'Inde française 1ère partie, période de François Martin 1674-1707, 155 pp. par M. Ed. Gaudart.

Résumé des lettres du Conseil provincial de Madras, par M. H. de Closets d'Errey.

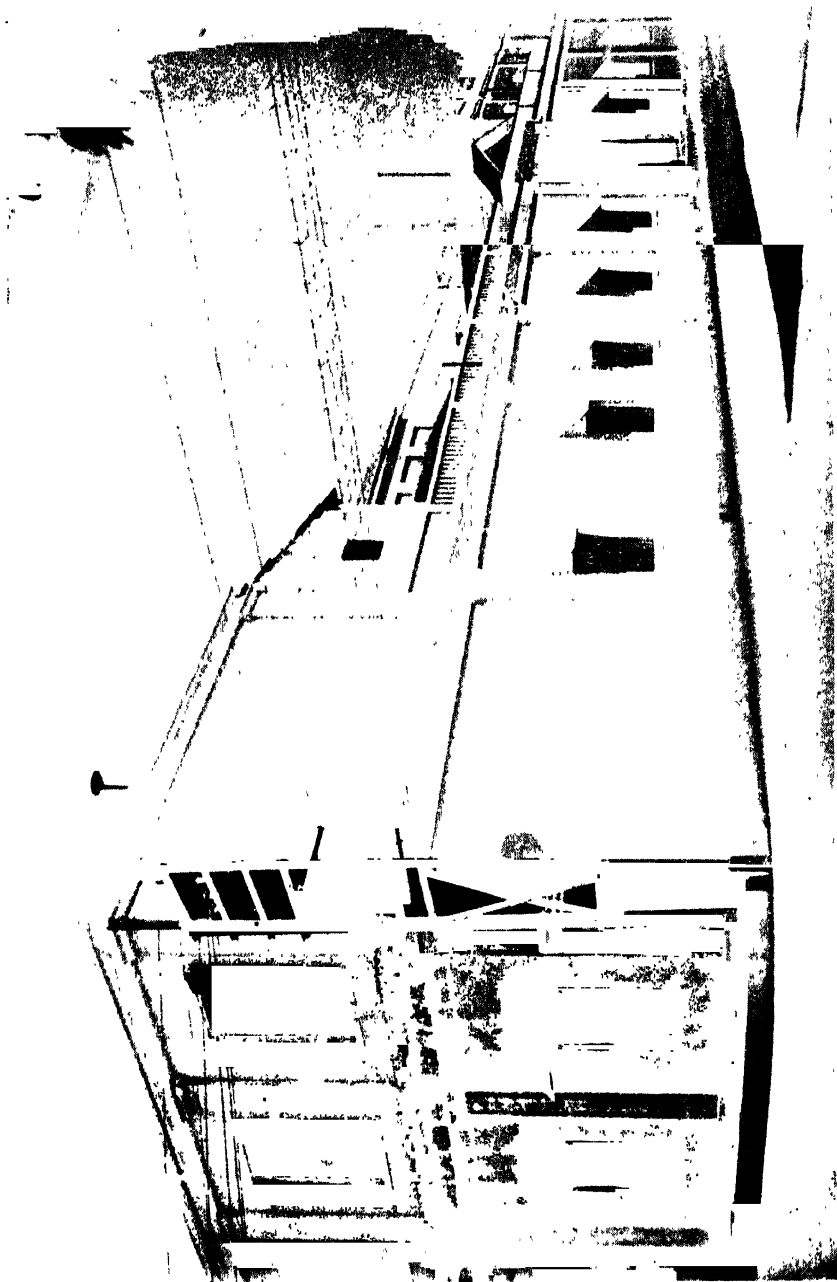
La criminalité dans les Comptoirs français dans l'Inde par M. E. Gaudart.

Catalogue de quelques documents des Archives de Pondichéry (Exposition coloniale, 1931). Publié par M. E. Gaudart.

Mémoire pour les Capucins Missionnaires établis à Madras. Publié par F. L. Fauchaux.

Robert Surcouf, par M. Ed. Gaudart.

Les Archives de Pondichéry et les entreprises de la Compagnie française des Indes en Indo-chine au VIIIe siècle.



*Plate 1* Bibliothèque Publique de Pondichéry (Front View)



دستخط  
 نادر علی خان  
 فرزند  
 آغا محمد علی خان  
 از طرف دولت دربار  
 آغا محمد علی خان

موافقت

میرزا میرزا محمد باقر باقر ذوالعاجه فریق فراسیسی فرخوار صداقت که در سال ازاده  
 نواز سل عظمی و عطیم کبری بحکومت و خدمت انعام کل تعلقات فراسیسی در بند  
 سر فرار و محنت زک در اندک است از رجا که شایسته فیض آما از خاندان سیادت تو امان  
 مال بر کتیرا چه در لودک و غیر نذر نواب نیک کا کجا بغیر حضرت اصفیاء مغفور  
 عزیز و مفتخر اند شهره اهل است با ستم حسن اخلاق آن مجمع فضل و اقبال در غیله  
 هم وطنان منزل مالک مال حقیقی است و انبساط بنیاد جمع علم از بل استبداد  
 درونی و جمل فرار از ضمیر صافی بنا چه در به پیش فرسید و اعتماد صاحبان  
 بر یافت و دینی واری در فیما بین فریق فراسیسی و اخذ ایگان از مدتها مسکولت  
 معروض میدارد صحت الامکان تا جان باقی با انضباط و استحکام روابط آن  
 و برتری و باقیم در آن لذت و قدر و آنچه آفتاب و اقبال فیض مالک مال با نورانی  
 ماه و مهر در میر تخمه میر با تا بنده و با بنده یار محرم النبی و الله مدبر رحمت





و بیکهائی و دینداری و کجائی و غیره فاعله مبدی و مفعول  
منته

سید محمد  
حاکم در  
صرفه نقض خاص در بیکهائی و کجائی و غیره  
مبدی و مفعول

مبدی و مفعول  
صرفه نقض خاص در بیکهائی و کجائی و غیره  
مبدی و مفعول

ما و کما جمیع شهر و قریه و محله و کسب و کار و  
مبدی و مفعول

مبدی و مفعول  
صرفه نقض خاص در بیکهائی و کجائی و غیره  
مبدی و مفعول

مبدی و مفعول  
صرفه نقض خاص در بیکهائی و کجائی و غیره  
مبدی و مفعول

بند و زلفه  
مبدی و مفعول

Plate 4.—A grant of Mujaffar Jang conferred on Dupleix dated 1748 A.D. (From the Archives of the French India Historical Society).

Choix de proverbes indiens par M. H. de Closets d'Errey.

Proverbes et Idiotismes français-anglais, par M. H. de Closets d'Errey.

Histoire détaillée des rois du Carnatic. Publié par M. Narayanampoullé, traduite du tamoul et annotée par Mme Gnanou Diagou, avocat.

Histoire de Gingy par Rao Sahib C. S. Srinivasachari, M.A. Traduction française de M. Ed. Gaudart, avec 10 gravures et une carte.

Histoire de l'Inde française (1664 à 1814) Institutions religieuses et artisanales de l'Inde, son Folklore, par M. H. de Closets d'Errey, Conservateur de la Bibliothèque publique et des Archives.

Louis Bourquin, un français au Service des Mahrattes 1ère partie, publié par M. Ed. Gaudart.

Correspondance du Conseil Supérieur de Pondichéry avec le Conseil de Chandernagore. Tome II, 1738-1747.

Bussy in the Deccan.

La découverte de "Dupleix Fatheabad" par Alfred Lehuraux.

Le "Général de Lally" par M. Gnanou Diagou.

Les "Fouilles d'Arikamédou" par P. Z. Pattabiramin.

*In preparation :*

Résumé des actes du notariat en 2 vol. (1690-1770) par M. Ed. Gaudart.

"Des Plages du Coromandel aux salons du Consulat et de l'Empire" (Vie de la Princesse de Talleyrand) par Mme Y. R. Gaebelé.

"Quelques temples classés du territoire autour de Pondichéry" par P. Z. Pattabiramin.

#### REFERENCES :

<sup>1</sup>His descendants still live in Pondicherry. The mother of Madame Henri Gaebelé was a Mademoiselle Blin de Lamairie. The young children of Madame Henri Gaebelé, Robert Gaebelé and Fabre, are the descendants.

<sup>2</sup>See Introduction to Volume 1 of the *Catalogues des Manuscrits des Anciennes Archives* by Ed. Gaudart.

# OLD RECORDS IN THE CALCUTTA HIGH COURT 1749-1800

N. K. SINHA

*Lecturer in History, University of Calcutta*

I BEGAN my inspection of the Calcutta High Court records in June 1946 and finished it in December 1947. During this period I worked altogether for 182 days on an average of three hours each day. I inspected the records of the Mayor's Court (1749-1774), the Supreme Court (1175-1800), the Sadar Dewani Adalat (1795-1800) and the Sadar Nizamat Adalat (1791-1800) and also read the notes of Justice Hyde in typescript in the High Court record office in 53 volumes. The eighth volume is missing. I am told that the notes in original are to be found in the barristers' library. These notes extend from January 1776 to November 1796. I intend to compare the extracts that I have taken with the original notes in the barristers' library. I also read the records of proceedings at Quarter Sessions of 1755, 1766, 1769 and 1770. The stray papers of other years do not convey any information of importance that may be pieced together. The exhibits of the Mayor's Court and the Supreme Court are, of course, much more important than the proceedings. Some of the exhibits of the Calcutta Committee of Revenue are perhaps to be found only in the High Court Archives.

The Mayor's Court and Supreme Court records must have been left in neglect during all these years. Most of them are folded papers that should be flattened without any delay. Insects have destroyed some documents of value. But after all is said it is surprising to notice the strength of the paper and the quality of the ink used in these early documents. The documents missing are much more numerous than those damaged by insects. The Sadar Dewani and the Sadar Nizamat records are much better preserved, though the arrangement is not as up-to-date as one would wish. But what struck me most is the difference in the attitude towards preservation between the original and appellate sides of the High Court. A visitor not interested in preservation once remarked "the appellate side records look richer."

The Mayor's Court and Supreme Court records furnish us almost complete information on the private trade of the servants of the East India Company. We also get here very valuable information on the inland and foreign trade of Bengal during this period. Anybody interested in the part played by the Bengalee Banyan in the economic history of the eighteenth century could rely almost exclusively on these records. A

picture of English social life in Calcutta cannot be complete without reference to them. The Court cutchery that dealt justice between Indians was not a court of record. Some records relating to it are no doubt to be found in the National Archives of India as the Press-list of Mr. Scholfield indicates, but many important papers are to be found only among the High Court records. We also get much valuable information of a stray character that would certainly enrich a new edition of Busteed's *Echoes from Old Calcutta*.

These records also supply us with valuable information on Raja Nabakrishna, Dewan Ganga Gobind Singh, Debi Singh, Muhammad Reza Khan, Raja Krishnachandra of Nadia and other notable personalities. The information supplied by these records on Amirchand (Omichand) and Nandakumar have been collected and published in two papers—'Some Information on Omichand from the Calcutta High Court Records' (*Modern Review*, November, 1947); 'Side-lights on the Trial of Maharaja Nandakumar for Forgery' (*Modern Review*, February, 1948).

One of the most interesting commissions was issued by the Mayor's Court for swearing in Warren Hastings at Cossimbazar on behalf of his first wife for the administration of the estate of her deceased husband, John Buchanan. The Grand Jury in 1755 made a presentment touching the dearness and scarcity of provisions. In their reply Roger Drake, the President of the Council, and his colleagues including Holwell asked the gentlemen of the Jury and other European inhabitants to retrench the superfluities of the table. On the basis of the exhibits we can indicate changes in the price level between 1749 and 1800. The nature of the information supplied by the records of one year is here indicated.

1762—Rice (course)	...	...	Rs.	1	4	6	per maund
Rice (medium)	...	...	Rs.	1	10	3	„
Dal	...	...	Rs.	2	9	3	„
Table rice	...	...	Rs.	4	5	0	„
Raw jute	...	...	Rs.	2	8	0	„
Jute twine	...	...	Rs.	5	0	0	„
Country iron	...	...	Rs.	7	0	0	„
Europe iron	...	...	Rs.	13	4	0	„
Brass	...	...	Rs.	1	8	0	per seer
Copper	...	...	Rs.	2	0	0	„

One of the complaints of Alivardi as also of Siraj-ud-Daula was that the Europeans abused their trade privilege and made illegal use of the *dustuck*. This is borne out by the evidence of one Kali Charan Sarkar in the case of Durgacharan Mitter vs. the Prussian Co. (1757).

The attention of the student of Anglo-Indian social history is drawn to the numerous wills only two of which are mentioned here, the last will of Sophia Yeandle dated 2 April 1778 and that of John Bean dated 1 May 1778. Sophia Yeandle was the mistress of Harry Verelst, the Governor who, when he went finally to England, left her in possession of two houses in Calcutta. One of these houses was in an alley fronting the great road to the eastward of the house formerly belonging to Warren Hastings and in 1778 to Muhammad Reza Khan. She was a half-caste Portuguese and one of her friends appears to have been a butcher. John Bean was the purser of a ship. His will contains the following sentence: "I took a girl into keeping according to the custom of the east."

The first signature in Bengali that I found in the records is that of Ananda Ram Sinha in the Will of James Kinloch, 12 October 1755. He was one of the two witnesses to this document. The oldest Bengali document that I have found in the Mayors' Court records is the bill of complaint of Kalicharan Das against Charles Douglas in 1757. Dutch trade and the Dutch judicial system in the east are best described in the papers concerning the case of Coja Arratom Benedictus against Clement Fernandez, August 1772. Of the trade in the hands of the Armenians in the eighteenth century the Mayor's Court records give us almost a full account.

The notes of Justice Hyde supply us with important and at times entertaining details. An extract may here be quoted as a specimen: "Mr. Francis, when he was at Madeira, on the Voyage out said, 'we five make one King and we three are the majority of that five.' By this and by language and conduct conformable to this sentiment he obtained the nickname from me and others of 'KING PHILIP', 'the fifth part of a King', 'Philip V' and 'Francis V.'" Justice Hyde attached some importance to these notes and wrote, "If I should die out of England which most probably will be my fate, I desire that my note books may be sent to England and correctly and handsomely printed, though I do not think that they will be books that many persons would read, but I believe may be of some public utility".

The Sadar Nizamat Adalat records enable us to form a very good idea of the system of "country justice" that was in vogue before the advent of British regulations. The shortcomings of Muslim criminal jurisprudence and Hindu ideas of justice stand fully revealed in these (*vyavasthas*) records. The *fatwahs* of the Qazis and muftis and the *bibastas* or opinions of the Hindu law officers should be collected together to give an idea of the manners, customs and ideals of the eighteenth century and to reconstruct the life of a vanished age with some degree fidelity. The part played by Muhammad Reza Khan in the administrative

इस गद्य में विश्व जगत्

[illegible]



فتوا

بعد ملا حظہ رو داد ارد دفعہ اولی اطلاع مدبر علیہ بر سر گذ  
 شمس الدولہ برکاتہ وغیرہ و وصول خطوط محمد نفع خان و عتره منحل  
 برادر مر اسکا مرقومہ و خطاطی و تحریر و شرکت او در این معامله  
 و از دفعہ ثانیہ اطلاع او بتعمید از طرف علیخان در باب افغانی و  
 و اینها در حسن انجام آن سبب یاد کرد و فضل و در غایت شمس الدولہ  
 و از دفعہ ثالثہ خبر رکاب شمس الدولہ علیخان معلوم شد



تا ظهور نوبہ در حسن دارد که

معظم حسن



سید علی الدین





فالانذیک بر حلقه در بار یک صلیب شمس الدین له بون و محلی بر ابرار خلاص و  
 خطره و بلطی نایه و اگر کاشی و ادن و سنجی زبندار ان صویر عظیم الابرار و  
 منی نایه و محلی جعل و بلطی نایه و عظیم الدین له بون و محلی نایه  
 ان اخبار نه کفن از محلی نایه و محلی نایه و محلی نایه و محلی نایه  
 در ارا و محلی نایه و محلی نایه و محلی نایه و محلی نایه  
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به حکمت



که در این کتاب حکمت است و این کتاب است

فرماندهای محلی

history of the period (1765-1790) can be understood only after a study of the Sadar Nizamat records. There is a very interesting Collection of records in Persian on the trial of Mirza Jan "Tuppish" in the Sadar Nizamat papers of 1800. He was charged with treason for plotting to subvert British rule in Bengal by inviting Zaman Shah of Kabul.

The Sadar Dewani papers are mostly in Persian. The summaries made for the English judges and the administrative papers are, of course, in English. The papers I examined furnish very valuable information on Bengal zamindars at the time of the Permanent Settlement. On the social and economic condition of Bengal outside Calcutta these papers throw a flood of light. To cite one specific instance only some of the papers concerning the cities of Murshidabad and Hooghly show how and when the devastation of an epidemic disease which may be safely identified with malaria, commenced in these localities.

The haphazard manner in which Bengalee surnames were transliterated into English in the early legal records may very well bewilder a student from another province. 'Banerjee', for instance, is spelt in different documents as 'Baroojah', 'Bundopadia', 'Baroojee', 'Bunoojee', 'Bondejeah', 'Bonderjea', 'Bonage'.

An authoritative social and economic history of Bengal in the early days of the East India Company is yet to be written. For such a work the Calcutta High Court records will prove invaluable. Unfortunately they have not so far received the attention they deserve from our scholars, but an unbroken series of legal documents covering two centuries of British connection with Bengal cannot but fill many of the existing gaps in our knowledge of the period.

## EARLY RECORDS OF FOREST SURVEYS

COLONEL R. H. PHILLIMORE

TREES and forests are amongst the great natural resources of the world, and great toll has been taken of this wealth since the intense development of industrial activity of the last two centuries.

The forests of India had long been protected by their inaccessibility, by virulent diseases, and savage wild beasts. They were but sparsely habited by races such as Khonds and Bhils, who had acquired or inherited immunity against the more deadly fevers, and had learnt to avoid or defend themselves against tigers and other living terrors.

The clearing of trees for cultivation and domestic needs made but little impression on the vast areas of forest in days when population was hardly expanding.

By the middle of the eighteenth century the attention of the East India Company was attracted to the commercial possibilities of tropical timbers, and more especially to the need of supplies of suitable wood for the building and maintenance of their sailing ships. The earliest surveyors were commissioned to report on what they might find on their distant wanderings.

Ships were being built both in Bombay and Calcutta, and even in Burma. Rennell notes in 1788 that

Teak ships of 40 years old and upwards are no uncommon objects in the Indian seas, while an European-built ship is ruined there in five years. The ships built at Bombay are best.

In the same year Michael Topping reports that he had secured

a small well-built cutter of about 30 tons burthen . . . This vessel is quite new, having been launched about three months ago at Pegu, where she was constructed of the very best teak timber . . . after an English model.

Rennell was quick to recognize the importance of the timber growth of the Himalayan foothills, and on his journey up the Brahmaputra to the Assam border in 1765 notes that the Manas river

affords so short a Passage to the Boutan Mountains, . . . there is no doubt but that any Number of Firr Trees may be brought down by it, if a right understanding subsisted between our People and the Assamers, as I have myself seen a large Firr Tree which floated down the River, after being washed down the Mountains by the Land Floods.

On crossing the Tista further west in the following year, he

perceived pieces of different kinds of Trees lying on the Sands in the River; these the Country People informed me are brought down from the Boutan Mountains by the Freshes; amongst many other kinds of fine Timber I perceived the stump of a Firr Tree, of which I brought away several pieces.

The same year De Gloss received orders to survey the Gandak river north of Patna, the Council having

appointed one of the Company's servants . . . to examine the River Gandak, and report on Fir Trees from the Butea country. Being of opinion that it would be of great use to the Public if we could be supplied with Fir Tree Timbers by means of the River Ganduc which empties itself into the Ganges opposite to Patna, . . . we direct . . . some of the largest Trees to be sent down to Calcutta.

Teak was in great demand, though the Indian timber was not of such high quality as that of Burma. Between 1786 and 1788, Lennon, of the Madras Engineers, spent some time on a survey of the Godavari whilst stationed at Masulipatam, asking no reward beyond "the privilege of sending down Teak Timbers". He had to abandon his survey after severe attacks of fever which drove him on a sea voyage to China, and in 1792 Michael Topping was called on to make an intensive survey of the Godavari and Kistna rivers:

The Inland navigation of the Rajahmundry Circar is not known to us. It would therefore be of the utmost consequence to Survey their channels in the dry Season, examine their Depths again in the freshes, and in intermediate periods, when a judgment could be formed, not only of the improvements they are capable of affording to the Cultivation of the Lands, but what use they could be in facilitating the intercourse of place to place, and bringing productions of the higher parts down to the Sea.

One very great object is floating down *Teak*, which grows on the higher Banks of the *Godavery*, and might thus be brought by Water to the Sea for the Company's use, and from thence transported to Madras or Bengal.

It was Burma teak that was used in Madras for making up the gun-carriages required for the war against Tipu in Mysore. Topping was given "an order for making up sixteen 18-pounder Gun carriages, and the ships with timber from Pegu are just arrived."

Teak was reported from the Mahanadi, and the Surveyor General writes in 1808:

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## THE INDIAN ARCHIVES

From the conversation I had with Rear Admiral Drury on the subject of Timber in the Forests, I am induced to represent the great benefit that would arise to the Public from sending a Surveyor into the Teak Forests on the Banks of the Mohanuddy and Taillee Rivers in Cuttack, as from the Report of Captain Sealy, who accompanied Lieut.-Colonel Broughton's detachment to Sambalpure, large quantities may be drawn from those Woods.

The question I wish to propose . . . is the propriety of sending, together with an Officer who should Survey the Rivers in question, a Gentleman conversant in Naval Architecture, who will be able to determine whether Timber fit to build large ships is, or is not, procurable in this province, and as we have lately, in the Conquered Provinces of Meerut and Saharanpore, obtained possession of a large Tract of Forrest Land through which several Streams run into the Jumna and Ganges, it might be well worth the small expense that will be incurred to have them examined in the first instance in a cursory manner, and if found worthy of attention they may hereafter be more particularly surveyed next dry season.

There is time enough to make an excursion into the Forrests before the Rains. In Cuttack the Hot Season is the best to visit the Jungles, and I believe it is so to the Northward, although in the North-East parts of our possessions they are considered as unhealthy after the end of March.

Sealy made the survey down the Mahanadi, and the following year Sackville took up the survey of Cuttack Province, the Surveyor General directing him,

when you approach the Forests, . . . make particular enquiries concerning the Species of Timber they contain, and the possibility there is of removing it during the Rains. Teak certainly grows on the banks of the Mohanuddy, or of some of the Streams that flow into it. This being the most valuable of all Indian Timber, as soon as you discover it in any Quantity, it should be reported, and also whether the natives will willingly undertake to cut and transport it, for, if there is a reasonable prospect of being able to obtain it of a good size, and at a moderate expense, it will be well worth while to cause the Forests to be minutely explored.

Sackville wrote in 1810 that he had "already reported that these forests abound with Teak; the general dimensions of the Trees we have already seen have been very large." In Saharanpur and Rohilkhand Dr. Rutherford, of the medical service, was appointed "Agent for Timbers", a post he held for several years. When Hodgson was surveying that area in 1813 he writes from Moradabad:

From Conversation I have had with the Civil Officers here, and more particularly with Dr. Rutherford, the Agent for Timbers, . . . I hear the Frontier is so little defined as to give rise to continued disputes

with the Hill Chiefs, and it appears now an object of Importance to define these limits, on which, and indeed beyond them, grow those valuable forests, which now by Mr. Rutherford's exertions supply the whole of the unwrought timbers for the Artillery, great quantities of hemp, and other articles.

Mr. Rutherford's concerns obliging him to traverse all parts of the northern frontiers, and the hills and vallies beyond it, he is probably better informed on all subjects connected with their resources.... of value than any other person.... He informs me that in the Kyraghur district particularly (but in all the north-eastern pergunnahs generally) these tracts, .... whatever they may be on the score of revenue, are highly valuable on that of the forests of noble timbers which grow there.

There are frequent references to the *sal* tree, *shorea robusta*, but though this is now the most valuable timber of the Dehra Dun, Gerard records in 1818 that

Large Sal timber is scarce, being only found in Rajbur, west of the Jumna, and near Lukurghat. The grass and Surkhunda jungle grows to a great height, and affords cover to Elephants, Tigers, Leopards, Bears, Hogs, and Deer, with which the valley abounds.

That interesting "adventurer", Hearsey, who had a plot of rent-free land in Rohilkhand, got into trouble for levying duty "on Timbers and Bamboos floating down the Ganges," even after "the articles in question had passed the limits of his Jageer." Colebroke also tells of bands of robbers on the Rohilkhand border who "levy undue exactions from the Hill people who graze their Cattle in this part of the Country and lay a tax on all the Timbers which are cut in the Forest".

When sent to survey the Sundarbans, Morrieson was directed "to have the Jungles carefully described, and.... to.... note on the map the Species of wood that is produced, and whether it is large or small," and a certain amount of revenue was drawn by levy on the firewood brought into Calcutta.

When, in 1800, the Company's botanist, Dr. Heyne, was sent up to study the natural history of Mysore, and to open a botanical garden at Bangalore, he was directed

to give due attention to the timber employed in the various provinces, .... and to the possibility of introducing the growth of useful trees into such of our provinces as are deficient in that necessary produce.

This is the only suggestion for the planting of trees that has been found; and indeed the time to think of re-forestation had not arrived. There was also at this time no suggestion of any need for protecting or conserving the forests. The extension of cultivation was warmly



encouraged at the expense of forest or jungle, that was generally regarded as waste, so long as the newly won lands came under the notice of the revenue officers. Fruit trees, such as cocoanut and betel palms, were in most places subject to enumeration and assessment for revenue.

A great deal was done by the Bombay Government to develop forest resources along the west coast, and in 1801 they report that they had started a survey of the teak forests of Malabar under Mr. Machonochie, to ascertain the quantity and size of timber suitable for ship-building purposes. In 1805 they appointed "a Committee to Survey the Teak Forests in the Province of Malabar, . . . to report the growth and availableness of the Forests," and Johnson, of the Engineers, was placed in charge. He was reported "to possess much local information of the state and resources of the Timber Forests" and was given a contract for the extraction of the timber;

Government having a pledge in the established character of that officer far better than the pecuniary security of any speculative adventurer, that the trust reposed in him will not be perverted to any purpose foreign to the public good.

He held this contract till 1808. working for more than a year "on crutches, having been severely cut while felling 'Teak.'" His survey was carried on for another year by Samuel Goodfellow, also of the Engineers.

In 1807, Captain Thomas Thatcher was appointed to survey and report on the forests of Dharampur State, to the east of Daman and Bulsar. He reported

that there is a great abundance of Teak . . . in the Raj Peepla country, . . . but . . . the difficulties of conveyance are so great that the merchants are compelled to saw Trees from 30 to 80 yards long into logs of from 10 to 15 yards., which are conveyed about 15 miles to the nearest channel leading to the River Nurbudda . . .

I have explored . . . into the Dhurmpore Country. Having been for the last 15 years exposed to the Merchants on every part of the coast, and to the Ship Builders of Damaun, who require their valuable timber, and who have been allowed indiscriminately to [work] without hindrance, [pay]ing only a duty of Half a Ruppe to the Rajah, . . . the Jungles contiguous to the N.-W. coast have been almost completely deprived of their finest trees. Towards the Eastward there are few signs of the Axe's destructive power, and nearer the Ghaats the forests have been protected by the savagery of the Bheels, who almost entirely live by plunder.

His assistant, Robert Campbell, concludes his report;

Conveying Timber by these Rivers, therefore, if at all practicable, would be very laborious, and the expense would exceed the charge of conveying it on carts, the only mode adopted by the natives to bring their wood from the Forests.

The Maun and Oorongo streams may safely be pronounced totally incapable of answering the purposes that called forth their examination, excepting to the distance of 3 miles 4 furlongs from the ferry of Bulsaur (to the Eastward) and 2 miles from thence to the Sea.

The quantity and size of Teak Trees increased from Neerpun to Yewar, and from the village of Rasheer to thence there is plenty of sound wood of the 2nd class.

In the forests of Peepla, Ramdass, and Kollybell, in the vicinity of Yewur, by all accounts there is great abundance of fine Teak, of the 1st Sort and Class.

Yewur is a large village on the Northern Maun River, under the jurisdiction of Soolgauma. There are 2 Bunnia shops in it.

Thatcher's final report, dated 14 November 1807, held out little prospect of extracting the timber with any profit;

In conformity to the Instructions, .... 8th Aug. last, to ascertain the [suitability] of the Bulsaur River to float logs of timber from the Jungle contiguous to that stream towards the Sea, I have now the honour to .... transmit you the particulars of Lt. Campbell's examination of that River, with the impediments that render it totally incapable of answering the purposes that were expected.

After assuring myself that the Bulsaur River was not navigable for rafts or single logs of wood, I immediately turned my attention to the Chicklee (or Cauvaru) River, tracing it upwards as far towards the source as timber can be floated, and finding that this stream was only navigable for Rafts of wood from the sea to this place [Whoree], and the impediments above this were very numerous, and similar in every respect to those in the Bulsaur River, I relinquished the further examination of this stream with the view of inspecting the Nowsawry River before the cessation of the waters, which I am sorry to add has proved incapable of floating rafts or single logs of wood, owing to the numerous rocks in its bed.

In April 1811 the Surveyor General, Monier Williams, was deputed to survey the "forest between Parnella and the Nerbudda, particularly the large one of Ramnaghur," that lay further north. He reports that

between the beginning of April and the beginning of June 1811, I was actively employed on a personal examination of the teak forests lying between Bombay and the Nerbudda, and on gaining information of the mode in use of cutting and transporting the timber to the sea coast.

His report was forwarded to the Directors

as a document that concentrates in a very able manner a comprehensive and satisfactory view of the valuable sources whence Timber of the

most useful description can be derived for the supply of the Dockyard at this Presidency.

These few extracts have been mostly taken from the archives of the Survey of India, and some have appeared, in part, in volume I of the *Historical Records* of that department. The Forest Department, and "other Minor Scientific Departments" of the Government of India were not founded till very many years later, and till then such scientific pursuits as botany, forestry, geology, and meteorology, were left to those surveyors and medical men as happened to be interested. The archives must surely contain records of the early beginnings of such work, that would be of immense interest if gathered together and published by writers professionally qualified. Colonel Young's account of *The East India Company's Arsenals and Manufactories* may be quoted as an example of a how it can be done.

## THE OFFICIAL ARCHIVES OF NORWAY . DURING THE WAR\*

GENERALLY speaking the Archives pursued their work without impediment during the war; nevertheless hostilities did occasion some dislocations.

The Central Archives of the Kingdom (Riksarkivet), which is housed in a building adjacent to the old fortress of Oslo, was closed by the Germans on 12 April 1940, on the pretext of preventing anything being carried away from it. As a fact, however, the Germans tried a good deal to discover the whereabouts of the documents, but without success. The permission to reopen the building was not granted till May 3; in the meantime no work was possible to be done.

Two of the five "Provincial Archives of State" (Statsarkiv), those of Bergen and Kristiansand, had been occupied immediately after 9 April 1940. Nevertheless, at these two places the employees were permitted to remove elsewhere what they required to carry on their work. At Bergen the building continued to be under German occupation throughout the war; that of Kristiansand was released in December 1940, but at the beginning of 1942 was requisitioned over again and after this date the Archives of Kristiansand were bodily removed to Oslo. The provincial Archives (Statsarkivet) of Oslo saw the most part of their depots requisitioned by the Norwegian administrative authorities (D.C.A. civile). They had to decide to shift some portion of the archives to some other place.

A villa in Oslo belonging to the Archives of the Kingdom and where a considerable part of the latest records was housed, was requisitioned by the Germans in the spring of 1942. A fresh shifting became necessary; the building had to be vacated in a few days. But, for once, this step proved salutary and proved fortunate for the records, because five months later the very building was destroyed during an aerial bombardment by the English.

With the exception of this building no other institutions belonging to the Archives suffered any loss or serious damage through enemy action. Nevertheless, it may be added that a considerable amount of the archival materials not yet transferred to the Government Archives have certainly been lost during the destruction of our towns and the countryside. It is still too early to give an exact idea or even a brief note as to the general significance of these losses.

A plan for the evacuation of the most precious of the "Archives of the Kingdom" and of the "Provincial Archives of the State" of Oslo and

\*Received through the courtesy of Mr. Asgaut Steinnes, State Archivist, Oslo, and published by kind permission.

of Kristiansand was carefully prepared and planned during the war. But the lightning speed of the operations paralysed the execution of these precautionary measures. This evacuation which was practically impossible to carry out at Oslo was practicable at Kristiansand, but only to a limited extent. The sequence of events showed that several of the places which were kept in view for shelter were often more exposed, being in the centre of the military operations, than the Archives repositories themselves.

The staff of the Archives of the Kingdom found it possible to resume their work in May 1940. At first there was no possibility of removing anything, and shifting operations were confined to the transfer of some portion of the archives to the interior part of the building so that the most valuable items were stored in the lower floors. At the same time safety measures for the protection of the offices and cellars, upper stories, windows, walls, etc., were reinforced. Later on in 1941-42 when removal could be effected, the most important, selected and assorted documents were stored in different places in Oslo and its neighbourhood, not because these places were in themselves safer in any way, but because the measures minimized the risks of total destruction of these archives.

In the beginning of 1943 a very largescale evacuation was planned and put into execution; this plan comprised the major part of the documents of all the departments of the official archives. According to this plan an underground cellar was secured on the rock in one of the silver mines of Kongsberg. That very summer arrangement was made for the transfer of such collections from the Archives of the Kingdom and from the provincial Archives of the State as were valuable and of current use. These series were stored in such a way that they could be used constantly. "The Archives Office of the Kongensgruve (Royal Mine)" began to function in August 1943 and continued to function till the German capitulations. This office was built on a two kilometre flank of the same mountain, and was electrically lighted, warmed and ventilated. It contained galleries large enough to allow the shifting of about one-tenth of the collections of all official archives. Besides, provision was also made for a work-room for the Archives staff. The office was busy with research work and used to supply on written application extracts or photographs made on narrow films. Finally a reading-room with four seats was arranged and it was always busy.

A very large portion of the collections of the official archives did not find a place in the depot of the Royal Mine. For the archives as well as their storage equipments evacuated by the offices of the Central administration under the initiative of the Director-General of the Archives of the Kingdom, the places selected under the plan of evacuation already referred to like churches built of stone, funeral chapels in the countryside,

etc., were utilised as shelters. Chests containing archives were stacked there along the walls and near the entrances in such a manner that official work could be carried on without causing difficulty or complication. The evacuation of all the archives into the churches was continued during the spring and summer of 1943 and it was completed in September 1943.

People could hardly believe that these cases so carefully stacked contained only old documents, and the rumour was current that they were in fact depots of ammunition. Only one case of theft is known involving, however, only one volume. This is the only definite instance of loss from our archives that has been attested by the official organization of our Archives during the war.

Neither the German occupation authorities nor the Quisling administrator ever paid any particular attention to the archives. In February 1944, however, the Chief Archivist of the provincial Archives of the State of Trondheim was removed from office and a subordinate employee of the Archives who was found to be the only Nazi among the whole of the archivist personnel was appointed Chief Archivist by Quisling. On 26 August 1944, the Archives of the Kingdom were closed and two employees were arrested by the German police who were informed that a clandestine group of the resistant forces had concealed some documents in the Archives. It may be interesting to observe precisely that these compromising papers had been removed before the arrival of the police. Nevertheless when they discovered some "illegal" printed papers during the course of a long and careful search, the Director-General of the Archives of the Kingdom was arrested and he had to spend about five months in a concentration camp. The order for closing, which had been served upon the Archives of the Kingdom was withdrawn at the end of two months, but the reading-room could not be thrown open to the public until April 1945.

In Autumn 1945 when the southern regions of Norway once again became the theatre of war and when the danger of new military operations seemed to threaten also the rest of the country, the work of duplicating the most important collections was undertaken. This work included the coastal plans and parish registers. It was carried out by photographic reproduction on films. The execution of this delicate task was taken up again after the German capitulation.

# SURVEY OF HISTORICAL DOCUMENTS OF THE UNITED PROVINCES\*

TARA CHAND

*Chairman, Research & Publication Committee of the  
Indian Historical Records Commission*

THE study of history in an objective and scientific manner is comparatively recent in India. Ancient historical writing was inextricably bound up with mythology, folk lore and theological speculation. During the Middle Ages the chroniclers were mainly interested in the life and fortunes of the occupants of the throne and history is hard to distinguish from the biography of the great. Time has now come when the historian's attention is focussed on the people, their ways of living and manners, their aspirations and achievements, their economic welfare and political progress.

But not only has the outlook of the professional historian changed, social attitudes have changed and a new curiosity concerning the past and a longing to know the truth about it have begun to move the minds of man. The historian of today has therefore a potential ally of great value in the accomplishment of his new task. In this situation it is important that co-operation between the historical investigator and the public should be established so that the one may stimulate the other and through their joint efforts the past may be revealed in its fullest extent.

The Indian Historical Records Commission has undertaken the organization of this important task. Under its aegis Regional Committees have been established. The aim of the Commission and its Committees is to establish contacts between the scholars and the public, and to arouse interest so that the discovery of the past may become a popular pursuit and the preservation of records the concern of every Indian interested in the history of the country.

In our country this work is new, and we have to learn a great deal from the West concerning the methods used to advance historical studies. In England every district (county) has its historical society and many persons following different avocations in life are enthusiastic archaeologists and archivists. They have built up by their patient and honorary labour, histories of local regions, institutions, families, noted personalities, religious and educational establishments, buildings, roads and other monuments.

\*Broadcast from the Lucknow Station of All India Radio in 1946 on behalf of the Regional Survey Committee, United Provinces.

Similar societies are at work in France, in Germany, the United States of America and other lands.

India is a country the length of whose past and the variety and abundance of the historical activity of whose people are unique in the story of the human race. A vast army of workers is needed to garner the historical material which lies scattered. There are numerous old and respected families who have in their possession quantities of such material in the form of letters, diaries, manuscripts, firmans, sanads, legal documents, perhaps ornaments, utensils, clothes, arms, furniture; numerous business firms whose records contain information concerning economic conditions in the old days, prices of commodities, wages of artisans and labourers, family budgets, rates of interest, methods of exchange and credit; numerous temples, mosques, religious and charitable establishments whose books and papers could throw a great deal of light on religious, social and economic conditions of the bygone times.

Traditions, folk tales, stories pass from mouth to mouth and generation to generation, and in them while there may be much chaff, solid grains of truth may be found which will provide grist to the mill of scholarship. Then again old buildings, whether distinguished by grandeur or common place dwellings have their own information to impart, how the internal economy of the old homes was organized and what were the manners of their inhabitants. Even old lanes and streets in the town and their layout and the names they bear and the houses they contain have an interest for the historian.

Then there is the more recent past, the vicissitudes of the eighteenth century and after, when an old and picturesque civilization died and from its ashes a new world which is still in the making arose. Every town and hamlet contains some poignant associations and remanants of this tremendous resolution. The future will not forgive us if we do not collect all available mementoes of this age. They lie hidden in documents and in the memories of men, and though the former may escape the destructive ravages of weather and insect and the neglect or worse of men, the former, alas, are fast disappearing in the limbo of forgetfulness.

All this vast and valuable material demands our earnest and urgent attention. And the Historical Records Commission has wisely decided to take up the task. Realising the great magnitude and the national character of the work it has set up an organization consisting of a number of Regional Committees in the British Indian Provinces and in a number of Indian States. On these Committees are represented universities, learned societies, scholars, Government officers, and such public men as are interested and are likely to be helpful.

The Regional Committee of the United Provinces has formed sub-



committees in all the Universities and some other important centres in order that the talent available in the locality may be utilized for local investigation. These sub-committees are authorized to co-opt members and to accept any one who is desirous of participating in their work and advancing the aims of the Commission. The Committees are voluntary and non-official associations of workers in a common cause. Their members are united together in the one aim of pursuing truth and unravelling the past. It calls upon all those who take pride in the past of our people and desire it to be faithfully recorded to assist in the task.

The Government of India have offered their help and placed some modest funds at our disposal for necessary expenses. They have also allowed the Committee to survey the historical material in their possession. The provincial Government has taken up an equally helpful attitude. The Governor of the United Provinces has promised full support to the Committee, and has instructed the District Magistrates to allow the members of the Regional Committee to examine the district records and to help them to contact the old and prominent families in their jurisdiction.

The Regional Committee of the United Provinces started functioning in 1945. The Committee has not only established sub-committees in different centres, it has compiled a list of principal sources of historical material available in some of these centres. The sub-committees have now to allot to their members specific tasks in connection with the list. But in these matters the members of these Committees have very largely to depend upon the willing co-operation of the public. The scholars are ready to give their time. In fact some valuable firmans and sanads have already been studied, copied and translated. When they are published they will be a valuable contribution to the understanding of the religious policies of the Moghal Emperors. But infinitely more work remains to be done. Success however depends upon the enlightened and enthusiastic co-operation of the people who are in possession of historically valuable material. In the interest of Indian scholarship and national culture it is imperative that they should act with generosity and make available the material they have.

The Regional Survey Committees have three great objects. The first object is to make a survey of historical material or, in other words, to compile exhaustive catalogues of such material. These catalogues when compiled will be systematically classified and scientifically edited. The place where each document mentioned in the catalogue is to be found will be specified. It will thus be possible for future students to know at a glance where the materials relating to their subjects are to be found. The research scholars will thus be spared a good deal of time and expense.

It would of course be an ideal state of affairs if these documents could be acquired and placed in the central, provincial, state or local archives for then it would not be necessary for the student to run about from one end of the country to another in order to consult the material relating to his subject. It would be regarded as a valuable gift to the nation if people could present the important historical documents in their possession to historical archives. It is possible, however, that there will be people who would not want to part with their documents. In such cases, the Committee's objects would be served if it could be allowed to get copies made of such documents as are of historical importance. The Survey Committees hope that no one will withhold anything that belongs to the country, for by so doing he will be retarding the growth of historical knowledge and thus of culture.

The second great object of the Survey Committees is the preservation of historical material. This is a very important task and the sooner it is taken in hand the better. The neglect of this work has already done irreparable damage, for good deal of historical material has been destroyed leaving wide gaps in our knowledge which in many cases can never be filled. Historical documents are as frail as they are precious. The effect of climate, damp and heat and cold leads in time to the decay of documents. In many cases they are eaten up by insects. Science has taught us many methods of preserving documents, of preventing their decay by natural causes. To many archives are attached laboratories where old and decaying documents are treated by various scientific processes and given a fresh lease of life. The Preservation Section of the Imperial Record Department, New Delhi, is an instance in point. The Survey Committee proposes in course of time to try to get such laboratories attached to the regional archives where old documents are kept. The documents which are handed over to the Survey Committees will certainly be saved from decay. But as the Committees are interested in the safety of all historical material, they will be willing to explain the methods of preservation to such people as are unwilling to part with the documents in their possession. It is to be hoped that such people will realise the importance of this work and get into touch with the Survey Committees for necessary advice and assistance.

The third great object of the Survey Committee is to make arrangements for the study and interpretation of the material made available to them. It is with this aim in view that the Committees have been so constituted as to include a large number of scholars of history. It is contemplated that each Committee should publish articles every year embodying the results of their search. These articles will be published in the journals, periodicals and newspapers in the country. It is also

proposed that each sub-committee should draw up a report at the end of each year showing the net results of its activities. These reports are expected to be extremely valuable, for in them will be mentioned the principal historical discoveries of the year. The articles and the reports will together constitute a rich and valuable source of historical material to historians engaged in reconstructing the various periods and aspects of our past.

What has been said above is but a very brief indication of the aims and objects underlying the great Survey Organisation that is being slowly but surely built up in the country. All great ends it is said have small beginnings. It is to be hoped that the few unostentatious Survey Committees that have come into existence during the last two years will in the very near future come to be regarded as the nucleus of a vast National Organization engaged unremittingly in the task of discovering, collecting, organizing and interpreting the huge mass of historical material that lies forgotten in the country, and thus building up a comprehensive and scientific History of India in all the varied fields of our activity. Such an achievement will be truly worthy of our best endeavours.

The workers who engage themselves in this work will have to travel from door to door and village to village in the hope that at some solitary house in some solitary village they will come across an old and forgotten document throwing light upon some obscure recess of our past. And the find will have to be their recompense for all their sacrifices and pains. They will have to battle against prejudice, superstition and ignorance. They will have to contend with ridicule and contumely. But if they can brave all these hazards they will have to their credit an achievement of which the generations that are to come in the future will be for ever proud. Like the unknown warrior their individual names may be forgotten, but the History of India will stand as a noble and lasting memorial to their achievement.

# A REPORT ON THE MANUSCRIPTS IN INDIAN REPOSITORIES\*

RAJENDRA LALA MITRA

UNDER the orders of Government, my attention has been steadily directed—1st, to enquire and collect information regarding rare and valuable manuscripts; 2nd, to compile lists thereof; 3rd, to print all procurable unprinted lists of such codices, with brief notices of their contents; 4th, to purchase, or secure copies of, such of them as are rare or otherwise desirable.

## *Enquiry for MSS: Places visited*

The work under the first head has been mainly conducted by a Pandit, who has been deputed to the Mufassil to visit the different private Tols or Sanskrit colleges and private gentlemen who are reputed to possess collections of Sanskrit MSS.; and I have been out on several occasions to help him. I have also been to Benares on three occasions to enquire for and purchase MSS. The places visited by the Pandit include the districts of Dacca, Nadiya, Bardhwan, Hoogly, and 24-Pergunnahs. The large collections of Raja Yatindramohan Thakur, of the late Sir Raja Radhakant Dev, of the late Babu Ramkomal Sen, of the late Raja Pitambar Mitra, of Babu Subaldasa Mallik, and of others in Calcutta, have also been examined. In Dacca Pandits are the only owners of MSS., no private gentlemen have anything like a large collection, and the few works they have being mostly such as have already been printed. In Nadiya the library of the Raja of Krishnanagar contains the largest number of Tantras; but at the time when my Pandit visited it the MSS. were kept in a very neglected state, and most of them were found to be defective. In Bardhwan there are not many Tols, but Babu Hitalal Misra of Manakara has a very choice collection of works, including a great number of very rare treatises on the Vedanta. In Hoogly the Serampur College has a small, but valuable, collection of MSS., procured principally by the late Dr. Carey, and there are also a few Tols owning MSS. In the 24-Pergunnahs several zemindars have good collections of the Tantras and the Puranas; and the numerous Tols on the left bank of the River Hoogly, and at Harinabhi and elsewhere, contain many old and rare works of which very little is known to European Orientalists. There are no Maths (monasteries) in any of the districts named which contain a

\*Reprinted from *Papers relating to the Collection and Preservation of the Records of Ancient Sanskrit Literature in India*, Ed. Archibald Edward Gough, Calcutta, 1878; pp. 14-22.

collection of Sanskrit works; not even the Math attached to the great temple of Tarakesvara in the Hoogly district is noted for its literary treasures. The case is, however, different in Rajshahi, Maimansing, Pabna, Tīrhut, and Orissa, where some of the Maths own large collections of great age and considerable value.

*Substance of MSS.: Paper*

The manuscripts examined are mostly written on country paper, sized with yellow arsenic and an emulsion of tamarind seeds, and then polished by rubbing with a conch-shell. A few are on white Kasmiri paper, and some on palm-leaf. White arsenic is rarely used for the size, but I have seen a few codices sized with it, the mucilage employed in such cases being acacia gum. The surface of ordinary country paper being rough, a thick coating of size is necessary for easy writing, and the tamarind-seed emulsion affords this admirably. The paper used for ordinary writing is sized with rice-gruel, but such paper attracts damp and vermin of all kinds, and that great pest of literature the "silver fish" thrives luxuriantly on it. The object of the arsenic is to keep off this insect, and it serves the purpose most effectually. No insect or worm of any kind will attack arsenicised paper, and so far the MSS. are perfectly secure against its ravages. The superior appearance and cheapness of European paper has of late induced many persons to use it, instead of the country arsenicised paper, in writing *pothis*; but this is a great mistake, as the latter is not nearly so durable as the former, and is liable to be rapidly destroyed by insects. I cannot better illustrate this than by referring to some of the MSS. in the library of the Asiatic Society. There are among them several volumes written on foolscap paper which date from 1820 to 1830, and they already look decayed, moldering and touched in several places by silver-fish. Others on John-letter paper, which is thicker, larger, and stouter, are already so far injured, that the ink has quite faded and become in many places illegible; whereas the MSS. which were originally copied on arsenicised paper for the College of Fort William in the first decade of this century, are now quite as fresh as they were when first written. I have seen many MSS. in private collections which are much older and still quite as fresh. This fact would suggest the propriety of Government records in Mufassil Courts being written on arsenicised paper, instead of the ordinary English foolscap, which is so rapidly destroyed both by the climate and also by white-ants. To guard against mistakes, I should add here that the ordinary yellow paper sold in the bazars is dyed with turmeric, and is not at all proof against the attack of insects.

*History of Paper*

It is well known that originally the Hindus used leaves of trees for writing upon, whence the name of letters in Sanskrit has become *pattra*, and latterly newspapers have been designated by the same name. The oldest manuscript on paper I have seen is a copy of the Bhagavatapurana, now in the possession of Babu Harischandra of Benares. It bears date Samvat 1367=A.C. 1310, and is consequently 565 years old. Its paper is of a very good quality; and judging from it, it is to be inferred that the people of the country must have, at the time when it was written, attained considerable proficiency in paper-making. Long before that time, in the reign of Bhoja Raja of Dhara, a work was written on letter writing (the *Prasasti prakasika*) and in it detailed directions are given for folding the material of letters, for leaving a large space on the left side of such letters as margin, for cutting a portion of the left lower corner, for decorating the front with gold-leaf, for writing the word 'Sri' a number of times on the back, &c., &c.—all which apply to paper, and cannot possibly be practicable on palm-leaf; and the inference therefore becomes inevitable, that paper was then well-known and in general use, though the word used to indicate it was *pattra*, probably very much in the same way as paper of the present day owes its name to papyrus. Again, a verse occurs in the Samhita of Vyasa, which must be at least two thousand years old, in which it is said "that the first draft of a document should be written on a wooden tablet, or on the ground, and after correction of what is redundant and supplying what is defective, it should be engrossed on *pattra*;" and it would be absurd to suppose that *pattra* here means leaf, for leaves were so cheap, that it would have been a folly to save them by writing on wooden tablets, which were much more costly. How long before the time of this verse paper was known, I have no positive evidence to shew; but the frequent mention in the old Smritis of legal documents (*lekhyas*), of their attestation by witnesses, of their validity, &c., suggests the idea of their having been extant in olden times some material more substantial and convenient than palm-leaf for writing; and knowing that paper was first manufactured by the Chinese, long before the commencement of the Christian era, that the famous *charta bombycina* of Europe was imported from the East, and that block-printing was extensively practised in Tibet in the fourth century, I am disposed to believe that the Hindus must have known the art of paper-making from a very early date. Whether they originated it, or got it from the Chinese through the Tibetans, or the Kasmiris, who have been noted for their proficiency in the art of making paper and papier-maché ware, is a question which must await further research for solution.

*A priori* it may be argued that those who manipulated cotton so successfully as to convert it into the finest fabric known to man, would find no difficulty in manufacturing paper out of it.

### *Palm-leaf*

The palm-leaf referred to above is not now much in use, except in Orissa, and in the Mufassil vernacular schools, as a substitute for slates. In Bengal the Chandi is the only work which is now-a-days written on palm-leaf, as there is a prejudice against the formal reading of that work from paper MSS.—a prejudice in many respects similar to what obtained in Europe against printed Bibles in the first century after the introduction of printing. Formerly two kinds of palm-leaf were in use; one formed of the thick, strong-fibred leaflets of the *Corypha taliera* (*tiret*), and the other of the *Borassus flabelliformis* (*talapata*). The former is generally preferred for writing Sanskrit works, as it is broader and more durable than the latter, and many MSS. are still extant which reckon their ages by five to six hundred years. The leaflet of the *Corypha elata* is sometimes used in lieu of those of the *taliera*. The leaflets of all the three kinds of palms are first dried then boiled or kept steeped in water for some time; then dried again, cut into the required size, and polished with a smooth stone or a conch-shell. For school use no such preparation is necessary.

### *Bark*

The practice of writing on bark is of the greatest antiquity, and, from constant use, the Greek and the Latin terms for that substance,—*biblos* and *liber*,—have long since become the names for books, even as the name of the rolls of ancient parchment MSS. produced the term *volume*, and codes of laws have received their generic name from the bundles of boards on which they were written,—from *codex*, a tablet of wood. In the eastern districts this practice of writing on bark still prevails, and I have seen several codices of bark which formed thin sheets like veneer, eighteen inches by four; but I have not been able to ascertain from what species of tree the articles had been obtained. Some say that the tree called *ugra* (*Morunga hyperanthera*) yields the best bark for writing upon; but I have not seen it. The birch bark, *Bhurjapattra* (*Betula bhurja*), is extensively used as a material for writing upon; but only for amulets, it being too thin and fragile for books. I have by me a piece of this bark about a hundred years old, which, on a space of ten inches by eight, contains the whole of the *Bhagavadgita*, written with letters so small that they are illegible to the naked eye, and require a magnifying glass to be read. It was evidently intended to

be worn as an amulet enclosed in a locket of gold or copper, but it had never been so used. Whether the *bhurj* bark was ever pasted or glued into thick sheets I cannot say.

#### *Wood, Metal, and Skin*

In the Sastras tablets of wood and metal have been recommended as materials for writing upon, and in former times copper-plates were usually employed for royal patents, and in Burmah they are still occasionally used for writing large works; but I have seen none now used by the Pandits of Bengal. Wooden tablets are confined to petty traders' account-books in Bengal; but in the North-Western Provinces poor people have some religious books written with chalk on blackened boards. In the *Lalitavistara*, or 'Legendary Life of Buddha', mention is made of sandal-wood boards which were handed to Sakya when he first commenced to write. In Europe parchment and dressed skins of goats have been from time immemorial used as materials for books, and for durability they stand unrivalled; but I have never seen mention in Indian works of parchment, or dressed skin of any kind, as material for writing; and palimpsests are, of course, unknown.

#### *Pens*

According to the *Yoginitantra*, bamboo twigs and bronze styles are unfortunate, and gold and reeds are the best for pens; but the universal practice among the Pandits of Bengal is to use the bamboo twig for pens, and only rich householders employ the *vrinnala* or *khakra* reed. In the North-Western Provinces the reed or calamus, whence the Indian word *kalama*, is generally used, and bamboo pens are all but unknown. The latter however, when well-prepared, is much more elastic and durable, and it has the further and supreme advantage of being everywhere procurable without any cost. Crow-quills were formerly used for writing very small characters for amulets, but never for ordinary manuscripts. In Orissa, where letters are scratched, and not written, on palm-leaves, an iron style with a pointed end and a flat top everywhere replaces the bamboo twig and the calamus reed.

#### *Ordinary Ink*

The ink used for writing *pothis* is of two kinds: one fit for paper, and the other for palm-leaves. The former is made by mixing a coffee-coloured infusion of roasted rice with lamp-black, and then adding to it a little sugar, and sometimes the juice of a plant called *kesurte* (*Verbesina scandens*). The labour of making this ink is great, as it requires several days' continued trituration in a mortar before the lamp-



black can be thoroughly mixed with the rice infusion, and want of sufficient trituration causes the lamp-black to settle down in a paste, leaving the infusion on top unfit for writing with. Occasionally acacia gum is added to give a gloss to the ink; but this practice is not common, sugar being held sufficient for the purpose. Of late, an infusion of the emblic myrobalan, prepared in an iron pot, has occasionally been added to the ink; but the tannate and gallate of iron formed in the course of preparing this infusion are injurious to the texture of paper, and Persian MSS., sometimes written with such ink, suffer much from the chemical action of the metallic salts.

The ink for palm-leaf consists of the juice of the *kesurte*, mixed with a decoction of *alta*. It is highly esteemed, as it sinks into the substance of the leaf and cannot be washed off. Both the inks are very lasting, and being perfectly free from mineral substances and strong acids, do not in any way injure the substance of the paper or leaf to which they are applied. They never fade, and retain their gloss for centuries.

#### *Coloured Ink*

To mark the ends of chapters, and for writing rubrics, colophons, and important words on paper, an ink made of cinnabar, or *alta*, is sometimes used; and in correcting errors the usual practice is to apply on the wrong letters a colour made of yellow or red orpiment ground in gum-water, and, when it is dry, to write over it. Omissions of entire words and sentences, of course, cannot be rectified in this way, and they have therefore to be supplied by writing on the margin. Interlineation is generally avoided; but in old MSS., which have been read and revised by several generations, they are not altogether wanting. In commentaries the quotations from texts are generally smeared over with a little red ochre, which produces the same effect which red letters in European MSS. were intended to subserve; whence the term 'rubric' got into currency. These peculiarities, however, are more prominent in the MSS. of the North-Western Provinces than in those of Bengal, and in palm-leaf codices they are generally wanting, except in Burmah, where some sacred Pali works are written with a thick black varnish on palm-leaves, throughout richly gilt, and wrought over with scrolls and other ornaments. Ordinary Burmese MSS. have the edges of the leaves painted and sometimes gilt.

#### *Illustrations*

Illustrations are almost unknown in Bengal, but in Orissa they are frequently employed. The most noted place, however, for illustrations is Kashmir, and the finest and richest MSS. are usually produced in that Province, the illuminations consisting of flowery initials, grotesque

cyphers, single figures, historical compositions, marginal lines, and scroll borders: most of the illustrations are in the Moorish style.

*Size, &c., of paper MSS.*

The size of paper MSS. varies from eight to twenty inches by four to eight inches. The paper is folded so as to mark the margins and regulate the straightness of the lines. In the North-Western Provinces the paper is sometimes so folded as to retain two leaves together; but in Bengal it is always cut into separate and distinct folia. Sometimes a board mounted with strong thread, tied at equal distances, is used for a ruler. The paper is laid flat on this board, and then pressed hard with a ball of cloth, whereby it receives an impression of the threads on its surface, and these impressions look very like waterlines. The leaves are written over lengthwise, leaving a uniform margin all round. The words are generally, but not always, separated by small spaces, and for punctuation the upright stroke, or *dandi*, is freely used. No breaks are made to indicate the ends of paragraphs or sections; and should the writing at the end of a work terminate in the middle of a line, the line is filled up by writing the letter *sri*, or starts, or the name of some god several times, until the line is completed, so that all the lines may be of uniform length. In the case of codices which contain both a text and a commentary, the text is written in large letters in the middle, and the commentary above and below it in smaller letters. This arrangement is called the *trivalli* form, and some tact is necessary in engrossing it, so that all the commentary on the given text may be comprised on the same page. The copyist's name is frequently given at the end, and also the date in Saka or Samvat—rarely in Jupiter's cycles. The name of the place where the copy is made, and that of the party for whom it is made, are also occasionally given, but never the name of the reigning sovereign. A protestation sometimes occurs at the end, saying that the copyist has faithfully followed his text and is not responsible for errors.

*Size, &c., of palm-leaf MSS.*

Palm-leaf MSS. are, from the nature of the material, narrower and longer, and they are never ruled or folded, the veins of the leaf serving the purpose of ruling. A square space is usually left blank in the middle of the page, and in the centre of it a round hole is punched for a string to pass through, for the purpose of tying the codex in a bundle. Very long MSS. have two such spaces and holes. The Tantras enjoin that the holes should always be punched—never cut with a knife, or produced by burning. The reason for this rule is obvious, as cutting or burning produces a hole with jagged sides, which are very apt to catch the string

and cause a split in the leaf. A clean, punched hole allows the string to slide freely, and produces no injury. In Bengal some very old paper codices have the square blank space in the middle, but none has any hole bored in it. In the North-Western Provinces the blank space does not occur, and both in Bengal and the North-West the leaves are piled in a bundle between two boards, and then tied round in a piece of coarse cloth. Where the codices are small, with a view to economy several of them are usually tied in one bundle, and this causes much trouble in finding out any particular work when needed. For boards the spatha of the betel-nut tree, which yields a thick, coreaceous, pliant substance, is often substituted in the eastern districts, and they are found to be very useful as they are not liable to warp, crack, or be attacked by insects.

*Mode of preserving MSS.*

In the houses of rich men a dry masonry room is generally assigned to MSS., where a sufficient number of shelves or chests are provided for the storage of the codices. But care is not always taken to open the bundles every now and then, and to expose them to the sun for a few hours. In pakka monasteries, the same mode of preservation is also adopted; and there being always some monk or other who can read, and who takes a delight in reading, the bundles are more frequently opened, aired, and dried. The Jains are very particular in this respect, and in their monasteries great care is usually taken of their literary treasures. The case is, however, very different as regards the Tols of Bengal. The men who own them are, with rare exceptions, very poor; they live in low, damp, thatched huts of the meanest description; they have no means of buying proper cabinets for their manuscripts; and their time is so occupied by their professional duties, and frequent peregrinations to distant places for earning the means of their livelihood, that they cannot often look after their books. The receptacle they usually assign to their MSS. is a bamboo frame placed across the beams of their huts, exposed constantly to the damp emanating from the daily-washed mud floors of their rooms, and occasionally to leakage from ill-made and old thatched roofs; while mice and other vermin have full and free access to them at all times. The mice are particularly destructive, as they not only gnaw cloth, boards, and palm-leaves, but, their liquid discharges, rapidly destroy the texture of arsenicised paper. The fact was first brought to my notice by a mukhtiyar when I was a boy. He asked my permission to put two sheets of fresh-looking, written, stamped paper for a night on the bottom of a cage of white mice, which were my pets. The permission was granted, and the next morning the papers were taken out, stained and decayed very like old documents, which they were, I then learnt, intended to pass

for. I was also told and shewn that by careful and repeated washing with a mixture of the fluid discharge of mice with water, paper can be made to assume the appearance of any age that may be desired; the effect produced is not confined to the surface, but is perceptible even in the texture of the paper.

### *Copyists and copying*

Even as in mediaeval Europe monks were the principal copyists of ancient works, so have their congeners been the principal preservers of Sanskrit literature in India during the last ten or fifteen hundred years. Yatis, Sannyasis, Gosaish, and their disciples congregated in large Maths, devoted all their leisure-hours,—the former to composing, and the latter to copying; and the monasteries benefited largely by their labours. In the Tols the pupils were, and still are, the principal copyists. In return for the board, lodging, and education they receive, free of all charge, from their tutors, they copy all such works as their tutors require, and thus the Tols are enriched. For the public, however, the principal copyists are the Kayasthas. Old and used-up men of this caste, when no longer fit to earn their livelihood by active exertion, generally betake to copying ancient works for householders and private gentlemen, and the bulk of the MSS. now extant are due to their labours. Poor Brahmans also take to this occupation. Seated on their haunches, with the paper or palm-leaf resting on their raised knees, which serve for a table, and the pen and ink procured from materials everywhere available, they ply their vocation without making any outlay, or subjecting themselves to any exertion which would be unsuited to their habits and time of life. The remuneration they formerly derived ranged from one rupee to two rupees eight annas per thousand *slokas* of thirty-two thousand letters, according to the quality of writing. The rates have now been doubled, owing principally to the demand for copyists being limited, and very few taking to the profession. As a class these copyists are men of limited literary knowledge; but generally speaking they are faithful to their duty, and reproduce the originals placed before them with fair accuracy.

# REPORT ON EDITING HISTORICAL DOCUMENTS\*

**T**HE Anglo-American Historical Committee, appointed by the Conference of Anglo-American historians in July 1921, invited a small committee, consisting of Dr. R. L. Poole, Messrs. G. N. Clark, C. G. Crump, Hilary Jenkinson, Rev. Professor Claude Jenkins, and A. G. Little (convener), to 'suggest principles upon which historical documents should be edited.' Professor Wallace Notestein was subsequently added to the committee, which also consulted a number of historical scholars on both sides of the Atlantic.

The committee presented a preliminary report in July 1922.

The following is the revised report down to March 1923. It is the work of the committee as a whole, but does not bind any individual member to any particular statement. Nor does it claim to be final; and further discussion, especially of the problems relating to the editing of modern documents, is invited.

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- PART III. PRINCIPLES SUGGESTED FOR THE CONSTRUCTION OF A PRINTED TEXT.
- PART IV. THE PREPARATION OF VARIOUS FORMS OF CALENDARS.
- PART V. INDEXING.
- PART VI. TERMS USED IN DESCRIBING DOCUMENTS.
- PART VII. DESCRIPTIONS OF ENGLISH SEALS ATTACHED TO DOCUMENTS, AND THE METHODS OF ATTACHING THEM (POST-CONQUEST).

## I. INTRODUCTION

Any editor in preparing for publication a text of an historical document will be well advised to bear in mind the following facts.

In the first place, it is not very likely that any other edition of the document will ever be prepared. Those who require to make use of it will, for the most part, be compelled to use the text published by him, and will only be able to refer to the original with difficulty.

In the next place, his text will be used for several purposes. The historian will use it to establish his facts; the student of diplomatic for

\*Reprinted by kind permission from the *Bulletin of the Institute of Historical Research*, Vol. I, No. 1, 1923. This report was originally intended to be published in the July 1927 issue of *The Indian Archives*. The Board of Editor regrets that this has not so far been possible owing to lack of space. For a similar report on the 'Editing of Modern Historical Documents' see *The Indian Archives*, April 1927, pp. 135-147.

its form and style; the philologist will expect an accurate representation of the spelling of the original; and in course of time other scholars may want to use it for purposes yet unknown.

The editor must remember that the critical study of documents, in every sense of the word critical, is founded upon the work of their editors; and he must be prepared to give any student of his work all facilities and assistance in such criticism.

Now, it must be admitted that any attempt to prepare a text to be used for several purposes is bound to result in a compromise, and that the precise point of compromise can only be settled by the editor himself, and will often have to be adjusted to the particular document with which he is dealing. In many cases the actual arrangement of the matter of a document can only be preserved in a printed edition at the cost of much paper to the publisher and much bewilderment to the reader. In dealing with corrupt manuscripts it is hardly possible to insist that an editor shall note every folly that a careless scribe may commit in such matters as the distribution of minims, or the confusion of letters written in very similar ways. It is for the editor to estimate his own competence and to devise his own methods of dealing with these and other cases. No rules that can be given either can or ought to acquit the editor of his ultimate responsibility.

Nevertheless, this committee has come to the conclusion that it will be useful to circulate an exposition of the principles that in their opinion ought to guide editors of historical documents, as well as definite rules for the guidance of transcribers.

## II. RULES FOR MAKING AN ACCURATE TRANSCRIPT

1. So far as the conditions of transcribing allow, the transcriber should not omit anything that is, or insert anything that is not, in the manuscript before him.

2. The beginning of each page or membrane of the manuscript or manuscripts transcribed should be marked on the transcript (either in the text, within square brackets, or in the margin) with the number of the leaf followed by the letter *r* (*recto*) or *v* (*verso*) to distinguish the front and back pages of each leaf; or the number of the membrane, followed, if the back of the membrane is meant, by the letter *d* (*dorso*).

3. Abbreviations whose meaning is undoubted should be extended, and the form of the word used which is customary in the manuscript (e.g. *lra* may be either *littera* or *litera*).

Abbreviations whose meaning is in the least uncertain should be represented by an apostrophe, or if necessary by a facsimile copy in the margin.

No abbreviations should be neglected.

The transcriber is warned that the use of abbreviation marks,<sup>1</sup> especially in suspension of final syllables or letters, is very common in English documents in the late fifteenth and sixteenth centuries, though frequently without apparent meaning; similarly in these periods superior letters<sup>2</sup> very often occur which cannot be extended with certainty. All these must be reproduced in transcription, the apostrophe being employed to represent the abbreviation marks, while the superior letters are reproduced as they stand.

A similar warning applies to the transcribing of Anglo-French documents of the mediaeval period: e.g. *q* may mean *que* or *qe*, and cannot be extended; and final *n* with suspension mark is very generally without definite meaning.

4. The spelling of the manuscript should be retained, words, however, being separated (or joined), according to modern usage, where possible.

5. Capitals, the use of *v* and *u*, *i* and *j*, the Anglo-Saxon diagraph (*æ*, *Æ*), the letters thorn and wen, *ȝ* for (th), *ȝ* (for *g*, *gh*, *y*), and the like peculiarities of the original scribe, should be copied in the transcript.

6. The same applies to the punctuation of the original.

7. The division into paragraphs and other sections of the manuscript should be followed.

8. Paragraph and other marks deliberately made in the original should be copied as closely as possible.

9. Figures and numerals should be given in the form in which they appear in the manuscript.

10. The text as written by the original scribe should be transcribed for Roman type. Rubrics and marginal headings should be marked for italics or heavier or spaced type. Other differentiations of type may sometimes be found useful—e.g. for quotations and other exceptional cases.

11. Alterations<sup>3</sup> by the original scribe or a contemporary corrector should be given in the text, the original reading, if possible, in notes.

Alterations by later hands should be given in notes, the original reading, if possible, in the text.

12. Changes of hand and of ink should be noted, and the different hands, if possible, distinguished, in footnotes.

13. Any other changes of form or arrangement in the manuscript should be similarly noted.

14. Later additions should be relegated to notes, unless they form continuations of a chronological work. In this case they should be placed in the text and notes added as prescribed in §§12 and 13.

15. Lacunæ, due to mutilation or illegibility, should be noted; the approximate length of which lacunæ should be indicated.

16. (i) Anything which has perished by accident in the original and which can be supplied with certainty may be supplied and placed within square brackets for Roman type.

(ii) Any conjectural additions or emendations by the transcriber should be marked for italics within square brackets.

17. The occurrence of blank pages, or parts of pages, or of blank lines, or parts of lines, should be noted: and where they are material to the sense, they should be represented by a blank in the text of the transcript.

18. Frequently recurring formulæ may be indicated by initials, or by a note in the text, which should be in italics within square brackets.

19. Similarly the transcriber may adopt abbreviations (such as *li.*, *s.*, *cl.*) for regularly occurring words. He must indicate that he has done so by a general preliminary note.

20. The general preliminary note should also cover all cases where he has been obliged *throughout* his transcript to alter the form of the original (e.g. by rearranging tabulated entries which were too awkward to copy). It should not be used for *occasional* alterations of the form of the original, nor for comments on unusual features (such as sketches) in the text. These should be noted in footnotes as they occur.

### III. PRINCIPLES SUGGESTED FOR THE CONSTRUCTION OF A PRINTED TEXT

#### *Introductory Note*

The editor, having prepared his transcript, should before producing a printed edition endeavour to determine the 'state' of the document; in the case of literary works, whether it is the author's autograph, of a copy prepared under the author's supervision, or an independent copy, whether it is one of several versions, an abridgement, expansion, or extract; in the case of other documents, whether it is a draft, or original, or copy (either private or official). If it is known to be an autograph or original, copies will have little value for establishing the text, unless the original is damaged or for any reason illegible. If it is a copy, search should, if necessary, be made for other copies; these should be examined, their mutual relations determined, and a correct text produced according to the recognised rules of textual criticism.

Further, the editor should endeavour to determine the time, place, and circumstances of the original of the document, its authorship and the purposes for which it was written, and its position with regard to related documents.

We wish to emphasise the fact that there are many very minute indications which may be important in deciding these points, but it is



beyond the scope of our report to enumerate these, and we confine ourselves here to giving in a footnote some typical examples.<sup>4</sup>

The editor should also endeavour to understand and, if necessary, explain the arrangement adopted by the original author, compiler, or scribe.

A number of the suggestions here made consist naturally of modifications of the 'Rules for Making an Accurate Transcript' given above. The choice of such modifications varies with editors, one adopting this modification, another that.

It should be borne in mind that the work of preparing an edition from a transcript is a task for a trained scholar. A transcriber, however skilled, will find the maximum of safety in simply printing his transcript as it stands.

1. The editor should not, without indicating the fact, omit anything that is in the text before him or insert anything that is not in the text. The printing of modern titles as though they were contained in the original text may be given as an example to be avoided.

2. The beginning of each page or membrane of the manuscript or manuscripts used as the basis of the edition should be marked in the printed edition, either in the text within square brackets or in the margin, with the number of the leaf followed by the letter *r* (*recto*) or *v* (*verso*) to distinguish the front and back pages of each leaf, and the number of the membrane, followed, if the back of the membrane is meant, by the letter *d* (*dorso*).

3. The practice of numbering the lines of the printed text by fives (5, 10, 15, etc.) is recommended, and may often be found by itself (without reference numbers or letters in the text) to give sufficient indication of what passages in the text are referred to in footnotes.

4. (i) Abbreviations whose meaning is undoubted should be extended and the form of the word used which is customary in the manuscript (e.g. *lra* may be either *littera* or *litera*; in French *q* may be either *que* or *qe*).

- (ii) Abbreviations whose meaning is in the least uncertain—especially in surnames or place names—should be represented by an apostrophe.

- (iii) Constantly recurring abbreviation marks with no apparent meaning—such as are frequent in English documents of later date (see Part II. § 3)—may be disregarded. There are also some abbreviations of frequent occurrence in English and Anglo-French which, though their extension is uncertain, an editor may permit himself to represent in modern spelling: e.g. words ending in *-tion*. All these departures from the original should be the subject of a careful preliminary note; and,

should the practice of the scribe change at any point, this should be noted.

(iv) The abbreviations *Kal.*, *Id.*, *Non.* should be left as such.

(v) Titles which occur frequently in a manuscript may be represented by a capital initial (e.g. *B.* for *beatus*).

(vi) In accounts and similar documents abbreviations used in the manuscript for money, weights, measures, etc., may be retained, or normalised formulæ may be used: e.g. *li. s. d.*, *lb.* or *lib.*, etc. The editor should indicate his practice in a general preliminary note.

(vii) Proper names indicated by an initial in the manuscript may be given in full with the omitted letters in italics or square brackets.

5. (i) In the use of capitals it is usually considered convenient to adopt the modern practice, and use them at the beginning of sentences and for proper names of persons, places, months, church festivals, and other indications of date. But it must not be forgotten that peculiarities in the use of capitals are frequently significant.

(ii) The initial *ff* should be represented by *F*.

(iii) In cases where it is uncertain whether a fixed family name, or the occupation, origin, or peculiarity of the person named is meant, it is best to adopt the reading in the manuscript. e.g. *Petro fabro* or *Petro Fabro*; *William Carpenter* or *carpenter*.

6. In punctuation it is usually considered convenient to adopt the modern practice; but editors should indicate as exactly as possible the practice of the texts before them in this matter.

7. (i) The division into paragraphs and other sections in the text should generally be followed. In cases where the editor decides that the sense requires any alteration in the divisions made by the scribe, he should note the fact.

(ii) When it is necessary to insert headings of chapters, etc., which are not in the manuscript these should be printed in italics within square brackets.

(iii) Chapters, paragraphs, articles, etc., may, if desirable, be numbered to facilitate reference; if the numbers are not in the manuscript, this should be indicated by putting them in square brackets or in some other manner.

8. (i) The spelling of the manuscript should be preserved generally, and absolutely as regards family names, and place names and authors' autograph manuscripts, and variations in spelling which imply variations in pronunciation. Otherwise it is not necessary to distinguish between the long and short forms of *i* (*i*, *y*)—any more than it is between the long and short forms of *s*. Where the manuscript is consistent in the use of *v* and *u* its practice should be followed; where it is not consistent the

modern practice—or, if preferred, the *v* form as initial, the *u* form as medial—may be adopted. The *w*, when used for *vu*, etc., should be extended into its constituent parts according to modern usage. It is not necessary to print *uiciis* on one line and *vicijs* on the next because the scribe may happen to write them so, nor to extend *wlnus* into *vvlnus* rather than into *vulnus*. Markedly peculiar spellings, such as *ewangelia*, should be retained. Words should be separated (or joined) according to the modern usage, where possible.

(ii) Diphthongs *æ*, *œ* in mediaeval Latin should be printed as *ae*, *oe*; *e* cedilla should be printed as such, or (if this presents typographical difficulties) as *æ*; *e* (for *ae*) should be kept, as should the Anglo Saxon *æ*, *Æ*, the letters thorn and wen, *ȝ* (for *th*), *ȝ* (for *g*, *gh*, *y*).

An editor should be careful to state the practice of his manuscript in these matters and in all others which have a paleographical interest or may furnish any data for textual criticism.<sup>5</sup>

9. It is the safest course to give figures and numerals as they occur in the manuscript—whether in Roman (large or small) or Arabic numerals or in words, or in a mixture of all three. If in printing lists of prices, accounts, etc., the editor decides to substitute Arabic for Roman numerals, this should be stated. In Roman numerals it is convenient to use the long *j* as terminal.

10. (i) The text as written by the original scribe should be printed in Roman type. Rubrics and marginal headings should be printed in italics, or heavier or spaced type. Further differentiations of type may sometimes be found necessary or useful—e.g. for quotations and other exceptional cases.

(ii) In the case of chronicles or other literary works where considerable portions are incorporated from earlier writers, those borrowed portions should be printed in different type with due references.

11. Alterations<sup>6</sup> by the original scribe or by the contemporary corrector should be given in the text, the original reading (unless it is a mere blunder) in a note. Alterations by later hands, if of any importance, should be given in notes, the original reading, if possible, in the text. In some cases it may be advisable to print both readings in the text and distinguish them by different type or by some other method.

12. Changes of hand and of ink should be noted, and the different hands, if important, distinguished, so far as possible.

13. Later additions should be relegated to notes, unless they form continuations of a chronological work. In this case they should be placed in the text and a note added as to change of hand and date.

14. Purely accidental omissions in the manuscript selected as the basis of the edition should, where possible, be supplied from other copies, and

the passage omitted be printed in the text in Roman type within square brackets with a reference.

15. Lacunæ due to mutilation or illegibility of the manuscript should similarly be supplied from other manuscripts where possible, with due references.

16. The approximate length of the passage mutilated or illegible should be indicated.

17. (i) Anything which has perished by accident in the original and which can be supplied with certainty may be supplied and placed within square brackets in Roman type.

(ii) Any conjectural additions or emendations inserted in the text by the editor should be printed in italics within square brackets.

18. (i) Where it is necessary to emend a corrupt passage or supply missing words, the reading of the manuscript should be fully recorded in a note.

(ii) It is not, however, necessary to record every blunder of a careless scribe. The use of ( ! ) or (*sic*) in the text should be avoided as far as possible.

19. The occurrence of blank pages or parts of pages or blank lines or parts of lines should be noted.

20. (i) Mediæval documents should, where possible, be printed in full, except that frequently recurring formulæ may be indicated by initials, or better by a note in the text such as [*as in No. . . .*].

The editor should never substitute 'etc.' for a formula given in the text without putting his 'etc.' in italics in square brackets. And such notes as [*in the usual form*] should only be used with the greatest possible care and should not be employed without a reference to an example of the actual form meant.

(ii) Where documents are printed partly in full and partly in summarised form, the summaries should be given in English and the crucial words of the document summarised given in full in the original language between inverted commas.

21. In printing original charters of formal character and early date, care should be taken to indicate the use of capitals or other letters of peculiar formation, the distribution of lines, the disposal of signatures and names of witnesses, the position of monograms and seals, and any other characteristics of the chanceries concerned.

22. (i) In editing a collection of isolated documents, the arrangement—chronological, geographical, or according to subjects—which an editor should adopt must depend on the nature of the documents and the purpose for which they are collected.

(ii) Earlier documents which are known only through their recitation

in later documents should be noted in their proper places by a reference to the later documents in which they are found.

(iii) When a non-chronological arrangement is adopted, it is advisable to print, if possible, a complete list in chronological order.

23. (i) In such a collection each document should (a) be preceded by a heading containing date according to the modern calendar, name(s) or designation(s) of the persons by whom and to whom addressed, and a brief indication, wherever possible, of the subject-matter; and (b) be followed by the reference and a description of the document with a note on other recensions or important copies of the document.

(ii) When a previous edition of such a collection exists and any rearrangement of the materials is adopted in the new edition, a key or comparative table of references should be given.

24. (i) The editing of some cartularies, registers, and similar documents, which have been frequently altered and added to during long periods, presents peculiar difficulties, and an editor must use his judgment in dealing with them and explain his method.

(ii) In some cases it may be possible to print the document as it stands, with one type for the entries in the first hand and one type for the entries in all the later hands.

(iii) Where the result of this method would be confusing to the reader, it is legitimate (while using the two types) to adhere to the plan of the first scribe throughout and rearrange later additions by inserting them in the places they would naturally occupy under this plan; and to relegate extraneous matter to an appendix. Wherever such passages have been removed, a note should be added in the text or at the foot of the page.

(iv) When two or more cartularies (or similar documents) covering much the same ground exist, it is best to take one as the basis of the text and to give variants in notes and appendices, rather than to make a new composite text.

(v) Where original charters exist, the readings of these, where they differ from the copies in the cartulary, may be adopted in the text in Roman type within square brackets; but it may be necessary to emphasise the difference by putting the readings of the original charter in a footnote.

(vi) If the original charters are so numerous that they can form the basis of the text (with supplementary additions from the cartulary), the edition should be treated as a collection of documents as in §§22, 23 above, and the use of the word cartulary as a title should then be avoided.

(vii) Original charters, extant but omitted from a cartulary which

is being edited, should be printed in an appendix; references to these should be given in the appropriate places.

25. Ciphers should be accorded the treatment recommended above for abbreviations, i.e. they should be deciphered where the meaning is undoubted. The editor should, by means of typographical conventions or footnotes, indicate which part of his document is in cipher, which *en clair*; and he should not omit to give in his introduction a sufficient specimen of every code of cipher employed.

26. The principles here suggested are meant to guide editors who are printing a text from manuscripts. Where a text is being reprinted from a printed book, e.g. when early pamphlets are being printed of which no manuscript exists, the closest adherence to the original is desirable wherever reasonably practicable. It sometimes happens that the typographical arrangement is so confusing or inconsistent or meaningless that no good purpose is served by repeating it. These cases appear, however, to be rare, and when an editor departs from strict fidelity to a printed original he should be careful to explain what he has done.

#### IV. THE PREPARATION OF VARIOUS FORMS OF CALENDARS

This committee has felt that questions of Listing and Cataloguing were outside its terms of reference; and moreover that it should not attempt to deal with such questions of policy as the comparative value of various methods of editing other than the publication of the more or less complete text. At the same time it is desirable to point out that the extent to which a calendar (or an abbreviated version) may be made to conform to the Rules and Principles here laid down for a complete edition.

1. A calendar attempts to shorten the text in various ways:
  - (a) By substituting a descriptive phrase or formula for a passage in the original: e.g. 'repetition here of the story given at pp. 25 to 27 above'; 'grant of free warren'.
  - (b) By the omission of words and phrases.
  - (c) By substituting a summarised translation for the wording of the original.
  - (d) By substituting a summarised paraphrase for the wording of the original.

Several of these methods may be employed simultaneously.

2. The compiler of a calendar should aim at preserving as much as possible of the language of the original, and all the matter contained in it, irrespective of the points which interest himself (see Part I. of Introduction, above), sacrificing the style of the original rather than its contents.

3. Though there will generally be passages which can be represented by a short description in the compiler's own words, it has been found in many instances perfectly feasible to take a complete transcript, strike out all words not absolutely necessary, and send the resulting copy to the printer with a general instruction to represent the deleted passages by some conventional sign such as a series of dots. This method is undoubtedly the nearest to the original, and the compiler of a calendar will be well advised to consider the possibility of using it.

4. Whatever method he adopts, he must employ some typographical convention to distinguish his own words from those of the original, and lay down clearly in the introduction what this is. He should also remember that the necessity for a careful introductory description of the document (on the lines recommended in Part VI., below) is even greater in the case of a calendar than in that of a full edition.

5. If a summarised translation of documents in a foreign language into English is required, the compiler may be well advised to begin by making a literal translation—adhering as closely as possible to the order of the original—and then endeavour to shorten his translation in the way suggested in paragraph 3 above.

6. Should exceptional circumstances arise in which the compiler feels obliged to make omissions (e.g. of particular kinds of detail or types of document), he should not fail to give the reader information as to their nature and the places where they occur.

7. In matters of spelling, punctuation, and the use of capitals in those parts of a calendar where the original is preserved, the compiler should be guided by the Rules for Transcription and Principles for Editing already given in this Report; and he should be guided by them throughout in regard to matters of arrangement, use of varying texts, and so forth.

8. Since the use of methods of paraphrase and summary in the construction of calendars necessarily involves a wide departure from the text of the document, the committee does not desire to deal with these subjects in this Report. But it would point out the importance of retaining in such calendars any peculiarity of spelling or phrase which may conceivably have a bearing upon interpretation.

## V. INDEXING

1. Every edition of an historical document, or of historical documents of considerable size, should have an alphabetical index of names of persons and places—usually one general index for both. An editor must be regarded as equally responsible for the index and for the edition of the text.

2. It is usually advisable to index introduction and notes (including authorities cited, but not mere references) as well as text.

3. *Names of persons*.—In modern documents these should be indexed under the family name or surname: e.g. Danby should be indexed under 'Osborne, Thomas,' with cross-references if required from 'Danby, Earl of,' 'Carmarthen, Marquis of,' 'Leeds, Duke of.'

4. In mediæval documents the indexing of names of persons is more complicated. Mediæval persons have usually two names, a Christian name and an additional name—either a patronymic, or a territorial name, or a descriptive name; in many cases an individual may have two additional names may either be inherited and common to the whole family, or may change from father to son or from brother to brother.

Two systems of indexing have been devised to deal with these cases.

(i) The system in use in France: the person is indexed under the Christian name, with cross-references from the additional name or names; and this is done whether the additional name is common to the family or not.

(ii) The system in use in England: the person is indexed under the additional name or names without any cross-reference from the Christian name; and this is done whether the additional name is common to the family or not.

Both systems have their advantages and disadvantages, and the choice of one or the other must depend partly on the nature of the documents being edited.<sup>7</sup> But as the object of an index of persons is to enable the reader to find the person sought for readily, it is desirable, whichever system is adopted, to give cross-references from the other name or names.

5. All references to a single person should be grouped under one name, though that person's designation may have changed: e.g. references to 'Benedict Gaetani, cardinal', if he also appears in the text as pope, should be indexed under 'Boniface VIII., pope' (the references to him as cardinal and pope being distinguished in the index), with cross-references from 'Benedict' and 'Gaetani' (similarly with kings, bishops, etc.).

6. Different persons of the same name should, where possible be distinguished in the index.

7. Where a person is mentioned under his title only, 'the King,' 'the bishop of Worcester,' etc., the passages should be indexed under the name of the person referred to, when there is no doubt about the identification.

8. It is generally convenient to index prelates, officials, etc., under their *see*, abbey, office, etc.: e.g. 'St. Albans, Abbots of,' followed by names in chronological order, with cross-references from the individual names.

9. Quotations from classical and other authors should, when identi-



fied, be indexed under the name of the author, or put together under a general subject heading—'Quotations.'

10. *Place-names*.—References should be indexed under the modern form of the place-name, where that is certainly known, followed by a list of the various forms used in the document: e.g. 'Reading, Rading, Radinges'; and cross-references from these various forms should be given. Where the old name is entirely different from the modern, references should be indexed under the old name but a cross-reference from the modern name should be given.

11. When references to a person or place are very numerous, they must be grouped under dates or subjects, with indications of the matter treated of (see, e.g. 'Henry III.' in index to *Annales Monastici*, and 'London' in index to *Cal. of Liberate Rolls*, Hen. III., vol. i., as examples of the two different methods). A long series of bare numerals is intolerable.

12. A subject-index is sometimes necessary, generally desirable, but whether it should be separate, or combined with the general index, and what subjects should be chosen, must depend on the editor and the nature of the documents edited. It is more important that the subjects chosen should be completely indexed, than that the choice of subjects should be exhaustive—which indeed is impossible. An editor should, however, be guided in his choice of subjects rather by the contents of the documents than by his personal predilections, and should bear in mind the variety of purposes for which his work will be used (see Part I., Introduction). The method of grouping kindred subjects under a general heading, with cross-references from the individual subjects, is recommended. (A good example of a separate subject-index will be found in *Cal. of Liberate Rolls*, Hen. III., vol. i.).

## VI. TERMS USED IN DESCRIBING DOCUMENTS

The following terms and rules are meant to assist an editor in describing the manuscript which he is intending to print. They are a brief guide to the description of complete manuscripts. Where the editor is only printing a portion, large or small, of a manuscript, it is for him to decide how elaborate a description of his original should be given.

1. The REFERENCE to a manuscript should give the town and collection in which it is kept, and the number or other indication by which its production may be secured. If it has already been printed under another reference or press-mark this should be mentioned.

2. Single pieces of parchment, vellum, or paper should be called PIECES of parchment, vellum, or paper.

If they are or are known to have been pages of a book, they should be called *LEAVES* or *FOLIOS*.

If they form or have formed part of a major document other than a book (see definition of *DOCUMENTS*), they should be called *MEMBRANES* if they are of parchment or vellum, *FOLIOS* if they are of paper.

3. The word *DOCUMENT* is here used for any writing which formed a unit from the point of view of the original compiler or compilers. Thus a book into which a number of charters have been copied is a *DOCUMENT*; the original charters bound up together form a book consisting of so many *DOCUMENTS*.

4. A *DOCUMENT* may consist of a single piece of parchment, vellum, or paper, or of a number of pieces, membranes, or folios fastened together in a variety of ways, as explained in the following paragraphs 5, 6, 7, 8.

5. A number of pieces of parchment, vellum, or paper may be fastened together in the same plane so as to form a single sheet in a number of different ways. Thus the two edges may be laid together and overcast; or may over-lap and be sewn through, or run through with a strip of parchment or other material; or stuck together with some adhesive; and so forth.

6. A number of membranes or folios may be laid flat, one on another, pierced vertically and united together by some material passed through the hole or holes thus made. The collection so united is called a *FILE*. Thus a *FILE* may be a single *document* of several *membranes* or *folios*, or a number of *documents* (each consisting of one or more *membranes* or *folios*) *filed* together.

7. A *ROLL* is a document the comparative length and breadth of which led to its being preserved in that form. It may consist of a single membrane or folio, or of a number fastened together head to tail; and cases are known where a number of separate *documents* have been thus fastened together into a *ROLL*.

*N.B.*—Many documents are called *ROLLS* which are technically *FILES*. In describing these both terms should be kept. Thus a Pipe Roll should be described as a Pipe Roll, being a File of so many membranes.

Note that in the numeration of Pipe Rolls and other Rolls made up as files, two (or more) membranes sewn together head to tail and filed are habitually counted as a single membrane.

8. A *BOOK* (or *VOLUME*) is formed when a number of *leaves* or *folios* are laid one on the other, folded, and sewn together through, and in a line with, the fold. The folded leaves are known as *SHEETS*. The collection of them fastened with one sewing is known as a *GATHERING* or *QUIRE*. Each sheet if folded once down the centre forms two *LEAVES* or *FOLIOS*; if folded again, four; and so on.

9. The sewing usually goes through or over some external piece or pieces of material (TAPES, CORDS, or STRINGS, PARCHMENT STRIPS, DOUBLE CORDS, etc.) to which a BINDING may be attached; or the BOOK may be sewn directly to a COVER of any material. The BINDING usually consists of two stiff sides (BOARDS)<sup>8</sup> with a COVER consisting of a piece of any material extending from BOARD to BOARD over the BACK of the SHEETS. The BACK is called TIGHT when the material is glued down to it, HOLLOW when it is not. The cords, etc., in old bindings lie outside the backs of the sheets, when the BINDING is called FLEXIBLE. When the sewing is on parchment STRIPS they are often DRAWN THROUGH holes in the BOARDS and COVER.

10. The ascertaining of the arrangement of the leaves forming a quire and of the quires forming a book is known as COLLATION. The presence or absence of SIGNATURES (i.e. letters and numbers on the margin of the first half of the leaves forming a quire) and of CATCHWORDS (words on the lower margin of the last leaf of a quire) should be noted. If single leaves form part of a make-up of a book, their presence and position should be noted; as also should the presence and position of annexures or-insertions.

### *Method of Description*

The points distinguished above by small capitals should all be examined.

A full description would include:

1. Reference.
2. Number and nature of documents involved.
3. Language(s).
4. Country or countries of origin.
5. Handwriting(s)—date and character.
6. Material (parchment, paper).
7. Nature of make-up—file, roll, book. (Where a file is rolled this should be stated.)
8. Material and method used for filing or binding.
9. Number of leaves or membranes; 'Collation' in the case of a book or volume.
10. Measurement of leaves or membranes (the metric system is preferable).
11. Normal number of lines to a leaf or membrane; and of columns to a page.
12. Particulars of ruling.

## 13. History:

- (a) Age of make-up, whether original, old, or modern; a modern make-up should be examined for traces of old, and the old should be dated if possible;
- (b) Old numerations (including catchwords and signatures);
- (c) Traces of missing portions;
- (d) Press-marks;
- (e) Former owners or users.

## 14. General state of repair.

## 15. Colour and nature of ink or other writing material.

16. Special features—e.g. decoration, miniatures, any marks on covers or fly-leaves, bindings if original or of interest.

## VII. DESCRIPTIONS OF ENGLISH SEALS ATTACHED TO DOCUMENTS AND THE METHODS OF ATTACHING THEM (POST-CONQUEST)

Suggestions for terms.

*Seal.*

The word seal is here used to mean the actual seal attached to the document authenticated or closed by it.

*Closing seal.*

Seals are used to authenticate a document or to authenticate and close it. In most cases the following terms relate to seals used for the first purpose only. A seal which both closes and authenticates a document may be termed a closing seal.

*Matrix.*

The instrument used to produce it is called the matrix.

### *Classification*

*Double seal.*

A. Seals with impressions on both sides, produced by a pair of matrices designed to be used together.

The two sides are distinguished as—

*Obverse.\**

1. The side turned towards the person reading the document.

*Reverse.*

2. The side turned away from him.

*Single seal.*

B. Seals with an impression on one side only, produced by the use of one matrix.

*Single seal being the obverse or reverse of...*

If the matrix is known to be one of a pair intended for use in producing a double seal, this should be stated.

Suggestions for  
terms.

*Single seal with single  
counter-seal.*

C. Seals with impressions on both sides, produced by two matrices of different shapes or sizes.

*Shapes and Measurements of Seals*

*Round seal.*

A. Round seals. These should be measured along a diameter and the length given in millimetres, or in millimetres and inches.

*Pointed oval seal.*

B. Pointed oval seals. It is generally sufficient to give the measurement as above along the longer diameter from point to point. If necessary, both diameters may be measured.

C. In other cases the shapes should be described; e.g. oval, shield-shaped, triangular, a segment of a circle, etc.; sufficient measurements should be given to enable the reader to draw a figure.

NOTE.—If the seal is mutilated or fragmentary, the actual size of the fragment and its relation to the complete seal should be roughly indicated; and an estimate of the measurement of the complete seal given, if necessary and possible.

*Colour of Seals*

*Colour.*

The colour of wax of the seal should be stated.

If the colour of the body of the wax differs from the colour of the surface, both colours should be stated if they can be ascertained.

The existence of varnish should be noted.

*Methods of Attachment*

*Seal pendent from  
(two) (plaited) cords  
of (silk) red and  
green.*

A. A cord or cords are passed through a hole or holes pierced through a strengthened portion of the document formed by a single fold. The cord or cords are then often plaited to form a single lace, which is embedded in the body of the seal for some distance. Where the cords leave the seal, they are normally no longer plaited. The colour, number, and material of the cords should be given.

*Seal pendent from  
a doubled tag.*

B. A strip of parchment<sup>10</sup> is passed through slits in a strengthened portion of the document

Suggestions for  
terms.

formed by a fold as above, the two ends being embedded in the body of the seal, beyond which they frequently project. Often the strip is twisted inside the seal.

*Seal on tongue.*

C. From the body of the parchment a tongue of parchment is cut, which remains continuous with the document at one end, and at some portion of its length is embedded in the seal. The point at which the tongue leaves the document may be termed the root. The root is generally on the left-hand side.

*Root.*

*Measurements.*

The length from the root to the edge of the seal should be given, and the length and width of the tongue; its shape unless the sides are parallel, and the presence of an address noted. In most cases the tongue is cut transversely to the document. If it is cut vertically or in any other fashion, this should be stated and any other peculiarity described.

*Tie.*

The existence of a second narrow strip below the tongue which bears the seal should also be noted. It may be termed a tie. Any traces of a seal on the tie should be noted.

In many cases only a vestige of the tongue or tie remains. Such vestiges should be noted.

*Seal applied.*  
*Seal applied to close*  
*the document.*

D. A single seal may be placed directly on the document, either on the face or on the back. If the seal is used to close the document, this should be mentioned.

*Seal applied on cross.*

In some cases the seal is placed in the centre of a cross of wax, of which the arms vary in length and width.

If the seal is applied in such a manner as to prevent any additions to the writing on the document, this should be noted.

• *Papered seal.*

In some cases single seals placed directly on the document were made by covering the wax disk with paper, and the matrix was pressed into the wax through the paper. The shape to which the paper is cut should be noted.

Suggestions for  
terms.

E. Any other method of affixing the seal to a document should be completely described.

*Several seals.*

NOTE.—A document may bear several seals. Each seal may be separately attached, and in this case the method of attachment can be described as above. Where one attachment is used for two or more seals the number of the seals on each attachment (cord, doubled tag, or tongue) should be given, and the seals described in order beginning from the document.

*Wafer seal.*  
*Seal impressed on*  
*document.*

Sometimes the seal is formed on the document without the use of wax, either by means of a wafer, or by simply using the matrix to emboss the material of the document.

Any methods adopted for securing the adhesion of the wax to the material of the document (e.g. cutting of small holes or tongues under the wax or roughing the surface), or the presence of a rush ring should be noted.

*Coverings.*

Contemporary or old boxes, bags, or coverings for the seals should be described.

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<sup>1</sup> E. g. *ll* with a stroke through the heads of these letters, *d* and *k* with the final stroke turned down, and *n* with the final stroke turned up.

<sup>2</sup> E.g. *Or* meaning any of the possible spellings of *our*.

<sup>3</sup> The method of alteration should be distinguished. Thus a scribe may *cancel* or *vacate* (by writing these words in the margin); may *erase*; may *strike through*; may *expunge* (by dots or a line under the letters or words to be cancelled); may *interlineate*; or may simply write new letters over the old.

<sup>4</sup> E. g. the gemipunctus or use of two dots instead of the name of a person addressed *ex officio*, the use of the ampersand (&) and tironian est (---) as part of a word, the dotted *y*, the stroked *i*, the (late) accented *e*.

<sup>5</sup> In certain exceptional cases (e.g. when editing from scribes' multiple copies) an editor, while fully aware of his responsibility, may feel justified in modernising his original. If he does so, he will probably be well advised to modernise entirely.

<sup>6</sup> See Part II. § 11, note.

<sup>7</sup> Thus in a collection of documents in which ecclesiastical persons largely predominate (e.g. Denifle's *Chartularium Universitatis Parisiensis*) the system of indexing under Christian names is undoubtedly preferable.

<sup>8</sup> The boards may be of wood or of layers of paper or parchment.

<sup>9</sup> The obverse and reverse of detached seals should be determined by examining another example of the same seal which is attached.

<sup>10</sup> Very occasionally a strip of leather has been known to occur.

# THE EFFECT OF GAMMEXANE ON PAPER

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**G**AMMEXANE, the new insecticide developed by the Imperial Chemical Industries Ltd., is the gamma isomer of hexachlorocyclohexane (benzene hexachloride  $C_6H_6Cl_6$ ) or "666" in short. It has been claimed that gammexane is many times as effective as the now well known DDT. Gammexane is of very low toxicity to human beings and other mammals and its effect appears to be specific and lasting to insects and cold blooded creatures.<sup>1</sup>

While its effect on insects has been confirmed by different research workers,<sup>2</sup> no information about its effect on paper is available so far. The use of Gammexane has been strongly recommended for controlling insect pests in libraries and record offices because of its lasting effect and the ease and safety with which gammexane smoke generators can be handled. The use of this new insecticide in a record office containing documents which are unique and irreplaceable has to be scrutinised from the preservation point of view.<sup>3</sup> This investigation was therefore undertaken to find out whether the insecticide gammexane as obtained from a smoke generator had any harmful effect on paper or any other record component.

In the following experiments gammexane smoke generators No. 2 weighing approximately 2 oz. each were used. The dose recommended by the manufacturer is 2 oz. per 1000 cu. ft. for insects infesting stored products including cockroaches which are quite robust creatures. It was therefore presumed that the same concentration would be suitable for fumigating insect infested manuscripts. An air-tight steel chamber of 20 cu. ft. capacity with a small opening for equalizing any pressure that might be generated inside the chamber was used. A fraction of the smoke generator weighing 0.1 oz. (1.12 gm.) was ignited on the bottom shelf of the chamber and the samples of papers to be tested were hung from the ceiling of the chamber at a distance of about 5 ft. from the smoke generator. In order to prevent any scorching by convection, the samples were hung in places not directly over the smoke pellet. The samples were exposed to the gammexane smoke for a period of 72 hours in order to allow the smoke to settle down completely. For the measurement of tensile breaking strength and folding endurance the methods recommended by the Technical Association of Pulp and Paper Industries, New York, were generally followed except that the paper strips were conditioned and



tested at 68 per cent relative humidity and 73°F temperature. Strips of paper were cut to the size 11" × 0.625" and one set was kept as control. Other sets of samples were exposed to the gammexane smoke or submitted to the accelerated ageing test as required and the decrease in tensile breaking strength and folding endurance as a result of such exposure to gammexane vapour and subsequent accelerated ageing was determined. The accelerated ageing test consisted in heating the sample for 72 hours at a temperature of 100° ± 2°C and then determining the physical and chemical changes brought about by the ageing process. Similar experiments were also carried out with *chiffon* (fine silk) which is often used in repairing old and brittle manuscripts. A piece of *chiffon* was first coated with the dextrine paste normally used for repairing old manuscripts in order to stiffen the fabric as in starching and to keep its threads in position while cutting it into strips for testing. In the case of *chiffon*, only the tensile strength was determined. The experimental data obtained are given in the table facing this page. Each figure represents the average of at least eight separate readings.

The mere exposure of paper to gammexane smoke brings about a substantial decrease in its tensile strength and folding endurance. The damage to paper is in fact much greater than what we would expect from the drying of paper for 72 hours at a temperature of 100°C. The decrease in tensile strength and folding endurance on exposure to gammexane smoke may be as high as 53.7 per cent and 71.5 per cent respectively. The gammexane treated papers on being subjected to accelerated ageing turned slightly yellow and became very brittle. There was a complete loss of folding endurance in nearly all the samples, and the minimum loss of folding endurance recorded was 66.7 per cent. These data conclusively prove that gammexane smoke as obtained from the No. 2 generator is definitely injurious to paper records of all kinds and affect their permanence as badly as acidic gases. The effect of gammexane on *chiffon* was much less pronounced than on paper. *Chiffon* exposed to gammexane lost only 5.1 per cent of the original tensile breaking strength while on accelerated ageing of the untreated as well as the exposed sample, the decrease in the tensile breaking strength in both the case was 10.3 per cent only. To what extent these results were influenced by the freshly applied dextrine sizing on *chiffon* it is difficult to say. But it is probable that the sizing acted as a protective layer.

On exposure to gammexane vapour fresh writing in iron-gall ink fades to an appreciable extent but after about four weeks the contrast between the exposed and unexposed part of a written document becomes much less pronounced though a slight fading persists permanently.

The gammexane smoke was allowed to bubble through water. The

Sample Lot No.	Particulars of sample	Treatment	Tensile breaking strength lbs.	*Folding endurance	*Elongation at rupture	Decrease in tensile strength %	Decrease in folding endurance %
H-1	All rag hand made paper weight 28" x 20": 500-26.5 pounds.	Control	14.75	4164	1.6	...	...
H-2	Ditto	Accelerated Ageing	13.08	3165	1.9	11.3	24
H-3	Ditto	Exposed to gammexane smoke	12.4	1185	2.5	15.9	71.5
H-4	Ditto	Exposed to gammexane smoke & then submitted to accelerated ageing.	8.0	0	3.2	46.4	100
S-1	Srirampur Paper, low rag content weak weight 27" x 17": 500-20 lbs.	Control	5.6	6	1.2	...	...
S-2	Ditto	Accelerated Ageing	5.4	5	1.2	3.6	16.7
S-3	Ditto	Exposed to gammexane smoke	2.5	4	0.9	53.7	33.3
S-4	Ditto	Exposed to gammexane smoke & then submitted to accelerated ageing.	2.3	2	0.7	60.0	66.7
C-1	Chiffon: Pure silk threads per inch: 90 Wt. per sq. yd. 0.36 oz.	Control	3.9		3.5	...	
C-2	Ditto	Accelerated Ageing	3.5		3.1	10.3	
C-3	Ditto	Exposed to gammexane smoke	3.7		3.7	5.1	
C-4	Ditto	Exposed to gammexane smoke & then submitted to accelerated ageing.	3.5		2.9	10.3	

\*AVERAGE OF LONG AND CROSS DIRECTION

aqueous solution was found to be distinctly acidic and traces of HCl and  $\text{HNO}_3$  were found to be present. The rapid deterioration of paper once exposed to gammexane smoke and its practically complete embrittlement suggests that either gammexane slowly evolves HCl or the smoke generating mixture evolves an inorganic acid, perhaps,  $\text{HNO}_3$ , which are known to be extremely deleterious to paper.<sup>4</sup> This is further supported by the fact that in papers treated with gammexane smoke the decrease in folding endurance is much greater than the decrease in tensile breaking strength<sup>5</sup>—a feature which is invariably found in the ageing behaviour of papers treated with dilute HCl. Presumably the acidic decomposition products of the smoke generating mixture are mainly responsible for the deleterious effect on paper. If so, such effect could, perhaps, be substantially reduced by using a smoke generating material which does not form acidic fumes.

In view of the above findings it is advisable not to use any new insecticides for the disinsectisation of rare books or records till their effect on the durability of paper has been fully investigated. There can, however, be no objection to the use of such insecticides in the fumigation of empty library stacks and other areas in a library where the fumes are not likely to come in direct contact with the books and record materials.<sup>6</sup>

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# ARCHIVES AND THE ARCHIVIST\*

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## *What are Archives?*

AM here tonight as an archivist working in a public library to give you—as librarians—some account of archives and their relation to library work. What are they and why do we differentiate between them and other manuscripts also part of the library stock?

There is a technical definition though, generally speaking, we use the term rather loosely and include documents which, strictly, are not archives at all. Archives are documents which at some time or other have formed part of a transaction and have been preserved by the man or the administration that brought them into being; preserved, not for historical or literary value nor because they were interesting, but for future reference by the persons concerned with the business as reminders or records of an event and kept in their own custody. This doctrine of custody is important for English archives for, according to archive science practised in this country, once a document has strayed out of official custody it has lost its peculiar archive character. It is a doctrine which can roughly be illustrated by the difference between the Public Record Office and the British Museum. The Public Record Office is the storehouse of our national archives, the home of all documents which have accrued from national central administration. It accepts all that each Department of State thinks ought to be preserved for future reference—neither more nor less. Its officials are not asked to exercise any discretion about what they receive or reject. The Trustees of the British Museum, however, are a discriminating body who select. They buy what and where they will and say “No, thank you” to anything they do not want. They collect valuable material but it is not archive material.

Library archives are all those documents which the chief librarian decides ought to be preserved for the proper administration of the library. Broadly they fall into three classes, original communications received, copies of things sent out, and some form of memoranda of the work done. When we talk about the archive department of a public library, however, we do not mean that at all. We mean those collections of documents

\* Lecture delivered at the Annual Meeting of the Association of Assistant Librarians held at Leeds on 22 January 1947. Reprinted by permission from *The Library Association Record*, Vol. 49, No. 7, July 1947.

which other administrations have preserved, originally for their own purposes but which are no longer required and have now become useful to us for an entirely different reason, viz., they are part of our history—survivals from a past life, so we collect them and establish an archive department.

Even when their peculiar archive character is lost, we still have something very valuable left. We are presented with exact records of fact, authentic and unbiased. There was no ulterior motive behind their production—like Topsy they “just grew”. They are free from the taint of propaganda which so often colours the narrative histories, even contemporary chronicles. They arose in the ordinary course of business and were compiled by those in a position to have first-hand knowledge of the facts, entirely unconscious of their present destiny as sources of history. For us they are important for the light they shed on every aspect of life as it touched our ancestors, and we have in archives a considerable bulk of material invaluable to the research student who is coming to rely more and more on this type of evidence for his work and, as archive science develops, will find it increasingly useful.

*Why has so much of this material strayed from the care of its natural custodians and why should librarians collect it?*

While these records served the utilitarian purposes for which they were compiled there was not much fear of their being lost, but when, having served their day and generation, their owners lost interest in them they would either be thrown out in the same way as we daily fill our waste-paper baskets or, through sheer inertia, just accumulate. Happily there have always been a few people—of the salt of the earth breed—who recognized their potential value and saved many from destruction, building up large private collections, some of which have since passed into public ownership.

During the last century several specific events have accelerated their dispersion. There have been great changes in the methods of local government and new administrations have not always taken requisite care of documents belonging to their predecessors. Some have been destroyed, others have found their way to booksellers and auction rooms and have been collected as curios. An act of 1874 shortened the period of investigation of title on the sale of land and made preservation of the older title deeds unnecessary, with the result that hundreds of land-owners, or their solicitors, threw out their ancient deeds. Many of them were converted into drums for small boys or lampshades for the connoisseur. The 1922 Law of Property Act seemed likely to do the same for manorial records, but timely agitation diverted them to

repositories specially placed under the control of the Master of the Rolls. Without going into detail, there have been many efforts made in the last fifty years to prevent the destruction of records, but changing social conditions having rendered their original purposes obsolete have, at the same time, made it more difficult for their owners to give them safe custody. Change of residence from large to small houses, crippling death duties and the chance of making money by the sale of documents in other countries where they fetch high prices, disruption caused by war—all these things have played a part in the eventual scattering of archives and it has been left largely to the more public spirited to make the effort to save this heritage from the past. Pride of place should perhaps be given to the 18th and 19th century antiquaries with a bent for local history, a passion to collect anything relating to their own families or the administration of their own areas. Then came the local historical and antiquarian societies who not only collected and stored, but set about transcribing and publishing, and then, a little later in the field, came public libraries.

It is fitting that the public library of a large area should house such material provided it does not take the shortsighted view of treating it purely as a source of local history. It is that, but it is much more. So afraid was a certain Royal Commission that such interests would swamp the wider point of view that at one time it rejected an offer of the Library Association that libraries should be used for housing records on the grounds of the "unsuitability of the buildings" and the fact that "the scope of a Public Library is different from that of a Record Office". But local interest in local history is a strong force in safeguarding documents and the library is a natural centre for the collection of all material, books or documents, relating to local activities. Documents cannot be studied in isolation, it is useful to have all the aids to research in one building, and the librarian is certainly a servant of the research worker.

### *The Use of Archives*

I have tried to tell you what archives are and why librarians help in preserving them. What use are they? We use them primarily, I think, as sources of local history. They are full of incidents about local people, not only the lord and his lady, but common folk as well—the streets and houses they lived in and how they earned a living or spent their leisure.

Archives, unlike our book stocks, never need to be discarded because they are never out of date. They remain, always contemporary records of facts which every generation will use in a different way to illustrate different theories. Fifty years ago it was the genealogist who made the

most use of our records to compile his pedigrees; today, it is the social and economic historian because social welfare and economics are fashionable subjects for research. What they will be used for tomorrow we do not know; but we are under an obligation to see that such material is handed on to the next generation without any diminution in its evidential value, which brings me to the part played by the archivist.

### *The Archivist*

How should he be trained? If he is not the research worker himself, what does he do with his archives?

A striking example may be taken from a study of English law. In 1888 Maitland wrote an essay entitled "Why the history of English law is not written" and proceeded to deplore the fact that the mass of material to be sifted was so great as to make the task impossible. His history of the Common Law ends, consequently, in 1272. Fifty years later Holdworth's twelve volumes of English law were complete down to the end of the 18th century. What had happened that the seemingly impossible had been accomplished? Just the increased activities of the English archivists, with their transcripts, calendars and indexes, sifting and sorting the overwhelming wealth of material so that a master mind could utilize it.

There are two responsibilities laid upon the archivist—one towards the archives, the other towards his readers, and his primary responsibility is not to his readers. Readers are important but they are secondary. His first duty, as someone owing service to the past and to the future, is towards the archives themselves. He must hand down to posterity those documents confided to his trust without detracting anything from the evidence they may yield, nor may he add anything to them. His first job is to make and keep his archives physically fit. His task would have been easier if all owners had always looked after them properly. They should not be damp or torn or mouse-eaten, but if they are, something must be done about it. It is no good crying over spilt milk, but see it does not happen again.

His first job, then, is to dust and clean, repair torn and fragile pieces, re-size a large number of paper documents and see to their storage in rooms where they can be reasonably immune from fire, damp, dirt and careless readers, packed preferably in boxes where they can lie flat without being creased. In that process he must be careful not to destroy any archive order. Not at any price may be introduced the principles of book classification practised by the librarian.

Apart from municipal records it is not often that the local archivist

is fortunate enough to get a complete set of archives which have never been mishandled. Public libraries particularly are nearly always dealing with collections which may have been dispersed and reassembled several times, but very often there is a certain grouping apparent which should not be disturbed. To segregate such a group is to make gaps in the sequence of events. To rearrange them on any principle foreign to their natural order is to spoil their continuity. Every document should be preserved in its original setting wherever possible. For instance, if you find a letter pinned to a deed you may remove the rusty pin but you must not remove the letter to fit it into a neat little pile of correspondence. The fact that at one time in their history there was an association between that deed and that letter may have a significance out of all proportion to the contents of either.

The second duty of an archivist is, by the compilation of guides, lists and calendars, to bring the contents of the repository in touch with the world of research. First he should produce a general guide to the collections in the repository. What kind of documents have you? How old are they? What are they about? The student in the first place does not want actual documents but a guide which will tell him which particular documents deal with his subject.

The choice between a descriptive list and a full calendar will depend on the age and importance of the collection and the amount of time the archivist can devote to its compilation, but he must guard against catering for one section of his public to the prejudice of others. In this connection it cannot be too strongly emphasized that the archivist is not an historian. The historian approaches archives from an entirely different point of view. He is interested in a particular period, usually in some special subject within that period, and uses archives to support the particular theories he is working out. Left to calendar documents himself, he will include all the details in which he has a special interest and omit the rest. The archivist must resist any temptation to regard one section of his archives as more interesting or more important than another. It is the quantity of material to be sifted that tempts the archivist to provide for the people who, at the present moment, make most use of his documents. In a public library it is chiefly the local antiquary who makes the most use of local archives, consequently they tend to be relegated to the department of local history, but I have no doubt that if they were calendared from a wider point of view they would supply a greater and wider need, e.g. we have no definitive history of conveyancing practice for the same reason that Maitland could not write a history of English law—there is too much material. Title deeds to property are the backbone of nearly every local collection and if local archivists are going to be content to extract from



them nothing more than references to local families and place names. we shall never get a history of conveyancing methods.

Without going more fully into this question of calendaring, the essential point is that calendars should, in the first instance, dispense with the need for searching the original documents. Thirty minutes on the calendar should save the historian thirty hours on the archives so that he need only turn to originals when he knows that they are likely to contain the information he wants.

Let me read you an extract from *Methods of social study*, by Sidney and Beatrice Webb.

"Here we must leave this dry dissertation on the right use of historical sources, conscious that we have failed to express the joy of life to be found in these diggings into documents and soundings and nettings of contemporaneous literature. It may be doubted whether there is any sport, any game, so alluring and so continuously absorbing as the hazards of sociological research. For this craft combines a gamble for some new discovery illuminating the origin, growth, and destiny of man, with the certainty of a modest yield of facts, facts which may seem insignificant, but which may prove to be the groundwork for a stride onward into the hitherto unknown. To spend hour after hour in the chancel of an old parish church, in the veiled light of an ancient muniment room, in the ugly and bare ante-room of the council chamber of a local authority with a stack of manuscripts to get through in a given time, induces an indescribably stimulated state of mind. There is, first, the curiously concentrated satisfaction of the rapid rush through manuscript and printed pages, brain and hand combining to detect and to record, from among the 'common form' with which the records are filled, new features in the constitution or activities of the organization.... Once immersed in contemporaneous literature, the temptation is no longer to skip what seems 'common form' but which might prove significant; it is, rather to wander down varied and seductive bypaths, observing and recording what is irrelevant. From being a detective following a dim trail, one becomes a judge or a sorting officer, casting out false evidence or bad material.... And where exactly must one stop this pleasant browsing....? Is it yielding nothing but repetition and is the collection of extracts already as great as can be utilized?"

The first half of that quotation is a serious indictment against archivists. The historian should not have to spend "hour after hour" in "ugly and bare anterooms". If the archivist knows his job the calendar will tell him if the document contains "new features" in "common form". At a later stage he will probably want the original documents but the calendar ought to tell him which documents are likely to be useful and

that is the kind of service which must be rendered to every type of record searcher.

The second half of the quotation shows you what happens when an historian is let loose among archives. He becomes a "judge" a "sorting officer casting out bad material" and what is "irrelevant". It may be highly relevant to another reader with a different end in view. Moreover, he stops this "pleasant browsing" when he has collected as many extracts as he can utilize, but the archivist does not.

### Qualifications

Let me say something quite briefly about the archivist's qualifications for his work. First, he must be able to read his documents and that entails familiarity with a number of different scripts which have to be learnt. It is not a very difficult process because they develop from one another and each is based on the Roman alphabet. It has been a sufficient deterrent, however, to keep many an historian from studying original manuscripts for himself and one of the archivist's greatest services to the reader is the elucidation of documents.

Latin is the common language of all types of document in the 12th, 13th and 14th centuries. English becomes more frequent from the 14th century, but Latin was the official language of court records until 1732. Mediaeval Latin varies considerably from the classical variety, and as the general use of Latin died out the clerk found it more and more difficult to listen to English and write up his record in Latin. Abbreviation by the method known as suspension enabled him to dispense with inflection which makes Latin much easier to write, but more difficult to read! A clerk was once recording a dispute between two agricultural labourers. One struck the other with a weapon which he rendered rather delightfully as *cum pitchforko*.

Norman-French is found in certain 14th century documents but infrequently in local archives. It belonged more particularly to Court circles.

Abbreviations are perhaps more difficult to decipher than the script. Shortening the forms of words is an old and venerable method of saving time and space, but heavy abbreviation as you often find in constantly recurring phrases can be quite impossible to reconstruct unless you know what ought to be there.

You cannot escape a fairly extensive acquaintance with English history. In fact, the more you know the better—especially about administrative history. In dealing with archives you must remember that every document has played a part in an administrative or executive transaction. To fit it into the scheme of things you must know something

of the administration which created it. You are working on a collection of manorial documents—if you know the duties of a steward and his satellites, the recognized procedure at Court Leet and Court Baron, the relationship between the manorial and civil authorities, you are more than half-way to reading your documents, for the most difficult and careless hand is easier to read if you know what ought to be there. It also works the other way round, of course, for often it has only been by studying the archives that we have been able to reconstruct the administrative method.

Linked with administrative history is the history of English. A large proportion of archives originated in the law courts—ecclesiastical, manorial, county and borough courts which in a hundred and one ways interfered with the life of the ordinary citizen.

Before the industrial development wealth and social prestige were bound up with the land, so that one would expect to find many records relating to land, and a knowledge of the land laws, customs, tenures and so on are a necessary part of the archivist's equipment.

Some people will be more interested in the form of a document than in its contents—the manner in which a transaction was effected rather than the transaction itself, and a course in diplomatic will fit the archivist for that part of his work.

A detailed history of the region to which his documents relate is, of course, indispensable. A knowledge of local families, local industries, local geography and topography is a necessary background. I once sent some early Assize Rolls to London to be transcribed. In the transcript Llantwit Major, a small village in the Vale of Glamorgan, appeared as the Mayor of Llantwit. A London archivist coping with Welsh place-names may be excused but such an error made by the local archivist would have been unpardonable.

Chronology, too, is useful. Some documents are not dated at all and when they are it is not always easy to translate the date in modern terms. Early deeds are usually dated by a saint's day or a feast day and the particular year of a king's reign and feast days are too often moveable and different every year. The dates of Easter affected the law terms—Hilary, Easter, Trinity and Michaelmas which were not fixed until 1831, and many legal documents are dated by reference to the terms. The Civil year in England began on the 25th of March, not the 1st of January, until 1752, when the New Style of reckoning was adopted. The 1st of January to the 24th of March, therefore, has a double date according to whether you are calculating by the civil or historical year. Then our methods of computing time had not been strictly accurate and by 1752 the calendar was eleven days behind the times—an error which had been

corrected on the Continent as early as 1582. To adjust it we called the day after the 2nd September the 14th—thus omitting eleven days from the calendar. It caused a bit of consternation at the time, of course, and the slogan "give us back our eleven days" resulted from the agitation. For one thing it upset Michaelmas, the 29th September, from time immemorial a day for the payment of taxes and half-yearly rents, and you find many references to October 10th as "Old Michaelmas Day". The only institution which never did cope with the alteration was the Exchequer. When the 25th of March came round it appropriated its eleven days and presented its accounts on the 5th of April. There was another slight adjustment to the calendar in 1800 since when the 5th of April has always been the end of the financial year. All these different methods of computing dates can be very confusing to a beginner and a little time spent in the custody of chronology is well worth while.

If I may add to this specialist training, patience and perseverance, I think the archivist is reasonably well equipped. He sounds like becoming a "jack of all trades"; it is, in fact, essential that he does not become a specialist and in an age of specialization this may be a personal disadvantage. But if his work is well done many generations of students will call down a blessing on his head. His reward will not be spectacular but will consist largely of Maitland's "foot-notes of gratitude flung by the great man when he comes, to those who have smoothed his way, saved his eyes and saved his time."

## REVIEW OF BOOKS

*The Travels of The Abbé Carré in India and the Near East 1672 to 1674.* Translated from the manuscript journal of his travels in the India Office by Lady Fawcett and edited by Sir Charles Fawcett with the assistance of Sir Richard Burn. The Hakluyt Society, London, 1947-48, Vol. I, pp. i—lvi, 1—316 and plates; Vol. II, pp. i—xxix, 317—676 and plates; Vol. III, pp. i—xxiv, 677—984 and plates.

**A**BBE CARRE is not entirely unknown to history. He accompanied Caron, the Director General of the French East India Company to Surat in 1688 and when Colbert sought to capture the Indian market for his countrymen and probably to eliminate the Dutch from the eastern seas, Carré was naturally selected as his confidential agent. Though still in his thirties and an ecclesiastic by profession Carré did not lack either in physical courage or diplomatic ability. Only a man of uncommon resolution could shake off a burning fever to set out on an arduous journey to Masulipatam and it needed a good deal of self-control for one who bitterly hated the Dutch as Carré did to keep his temper when he found himself among the enemies of his country at Golkonda. He seldom permitted his personal prejudices to get better of his judgment. Sir William Langhorn's reluctance actively to co-operate with the French against the common enemy did not alienate him from the English in general and he warmly admired the businesslike way in which they conducted their commercial transactions in India, nor did his unconcealed dislike of the Dutch nation prevent him from sharing a boat with a Dutchman on his way home. It was not Carré's fault that the French expedition ended in a disaster. He strove his best to undo the evils of personal jealousy and misunderstanding among the French Directors at Surat and to provision and finance the hard pressed garrison at S. Thomé. But when he left Surat on his way home in 1674 the results of de la Haye's campaign were no longer in doubt. It does not appear that Carré's devotion to duty and diplomatic services met with the recognition they deserved at Paris and he was permitted to fade out of public notice. Only once did he emerge out of the obscurity. In 1699 he published his *Voyage des Indes Orientales mêlé de plusieurs Histoires Curieuses* in two volumes in which he gave an account of what he saw and heard during his first voyage.

The details of his second and more eventful voyage are to be found in a journal which has now been published for the first time. The journal found its way to the India Office Library as early as 1820 and the Directors paid for it no less than 40£ to John Walker the owner. Who John Walker was and how he came by this rare manuscript are entirely unknown. The manuscript did not attract much notice until Mr. R. E. Gordon George wrote about it in *The Geographical Journal* twenty-eight years ago (1921). A French scholar had early written a dissertation on *Les voyages de l'Abbé Carré, agent de Colbert en orient 1666-74*, but only a resumé of his thesis was published in 1911. In 1937 the manuscript was once again brought to the notice of the English reading public when Kaye and Johnston's *Catalogue of the India Office Library, Manuscripts in European*

*Languages*, Vol. II and Part II was published. The details supplied by Mr. Kaye left no doubt about the historical value of Carré's journal and scholars in India and England simultaneously started to work on it. Lady Fawcett translated the original manuscript journal into English while Mr. S. P. Sen based his account of de la Haye's expedition on a rotograph copy obtained by the Calcutta University. The translation leaves nothing to be desired and preserves all the charm of the original and the introduction and notes contributed by Sir Charles Fawcett and Sir Richard Burn are well worthy of their wide learning and mature scholarship. They have rendered a valuable service to the study of Indian history which I have no doubt will receive wide recognition in this country. I have no comment to offer except about three or four notes. In note No. 2, p. 198 and again on p. 707 "two powerful beasts about the size and shape of a camel, called *neroux* (italics mine) by the local people" are identified with the nilgai, because its Latin name is *Boselaphus tragocamelus* or goat-camel. But in the Ratnagiri region where Carré saw the animals the nilgai is popularly called *Ru-i* (Blanford, p. 518 and also Molesworth, *Marathi-English Dictionary*) and not *nilu* though the word nilgai occurs in Marathi. On the other hand the sambhar, the biggest of the Indian deer is locally called meru which approximates to Carré's *neroux*. In size the sambhar is bigger than the nilgai and every shikari knows how difficult it is to form an accurate idea as to the shape of a fleeing animal in a forest. In note No. 1 p. 206 Sir William Foster's identification of Duchelee with Bicholim is rightly supported for the Marathi and Muslim name of Bicholim is Dicholi. Even in earlier Portuguese records the old indigenous name occurs and of the seventeenth century European travellers at least one, Mandelslo, knew the city as Ditcauly (p. 72). But if Duchelee is Bicholim is Sir William Foster right in identifying Sangle with Sangli or should it be identified with Sanquelim near Bicholim? The two wild men clad in tigerskins who hunted boars with dogs (p. 225) could hardly be *bairagis*. The word 'mosses' indicating female slaves (p. 522, note 1) is undoubtedly derived from Portuguese 'moça', a young female or slave; it is a common enough word and was frequently used in the same sense in the sixteenth century records.

I sincerely congratulate Lady and Sir Charles Fawcett on their excellent translation and annotation of Carré's journal. It is to be regretted that Sir Richard Burn did not live to see the publication of the second and third volumes.

S. N. SEN.

*The Benares Diary of Warren Hastings, (Camden Miscellany, Vol. XVIII).*

Edited by C. Collin Davies, M.A., Ph.D., F.R.Hist.S.. 1948. (London, Office of Royal Historical Society; pp. viii and 40.)

THIS *Diary* is undoubtedly a very important document recording the motives of Warren Hastings in meeting Shuja-ud-daulah, the Nawab Wazir of Oudh, and also the circumstances which led to the conclusion of the Treaty of Benares, on 7 September 1773. About the nature of its contents Hastings wrote: "The conferences held with the Wazir are

faithfully and exactly related, for it was a part of my daily occupation to write down, the instant we parted, every thing that has passed between us and as my whole attention, I may say, my whole heart, was fixed on the success of my commission, I scarce could have forgot a word of business that occurred on these occasions. I have left the whole uncorrected in its original dress with all my own defects, as well as His Excellency's, undisguised in it".

The Treaty of Benares was a highly significant transaction in the history of India at a time when her political destiny was taking a new turn in the midst of various conflicting forces struggling for mastery over one another. It concerned (a) the English East India Company who with their *de facto* supremacy over Bengal and Bihar was then naturally anxious to guard their north-west frontier by backing Oudh, which had become their buffer state since the Treaty of Allahabad (1765); (b) the Marathas, who after their recovery from the severe blows of Panipat were trying to extend their influence in the Gangetic Doab and the adjoining regions with covetous look on Oudh and even beyond it to the north-east; (c) the Nawab of Oudh, who sought to bring Rohilkhand under his control and also to checkmate Maratha designs in the north; and (d) the titular Delhi Emperor, Shah Alam II, who out of disgust for his virtual captivity in the Allahabad Fort since 1765 and non-fulfilment of the British promises under one pretext or another to escort him to his ancestral capital, had courted Maratha alliance for this purpose (Sarkar, *Fall of the Mughal Empire*, Vol. II, p. 549). Maratha ambition and push in the north formed, as Hastings thought, a potential menace to the East India Company and was largely responsible for his reversal of Clive's arrangement of 1765. Hastings wrote in his letter to Purling, dated 22 March 1772 (Monckton Jones, *Warren Hastings in Bengal*, pp. 181-82): "Yet if the Marathas proceed with the same rapid success which they have hitherto met with I fear nothing but a War prosecuted with vigour at a distance from our Borders can ensure peace and quiet to Bengal".

The Bengal Council observed in their letter to Court, dated 5 September 1773 "...we mean most steadfastly to adhere to the line you have laid down for us and to avoid without absolute necessity all Military operations foreign to the immediate defence of those Provinces, and those of our Ally. We cannot however forbear from declaring our apprehension that the Maratta's ambition and Enterprise will bring that necessity to a near period than we could wish especially since they have acquired possession of the King's person and the sanction of His Name, and are freed as we understand, by their Treaty with Hyder Ally Cawn from any diversion on his part."

For Maratha friendship Shah Alam not only lost Kora and Allahabad, but it was also one of the factors that led the Council in Calcutta to stop remittance of Bengal tribute to him. We read in Bengal Letter, Secret Department, 10 December 1772; "It was about the time that Shah Alam had abandoned his residence at Korah to throw himself into the arms of the Marattas in prosecution of his idle scheme of restoring the Moghal Empire to its ancient dignity and extent.... [It was] the general belief that the Marattas were preparing to invade the provinces of our Ally the Vizier and even enter Bengal. We judged it highly impolitic and unsafe

to answer the drafts of the King [despatched by an adventurer called Major Morrison; vide Gleig: *Memoirs of the Life of Warren Hastings*, Vol. I, pp. 275-80 and p. 323] till we were satisfied of his amicable intentions and those of his new allies and indeed independent of this the state of our Treasury rendered it impracticable to comply with these payments or with those which he would doubtless have continued to demand in full of his stipend....".

Hastings strongly urged his points in favour of the Benares settlement in his two letters to Colebrooke, one dated 26 March 1772, an extract from which has been quoted by Dr. Davies in the Preface, and another, dated 12 October 1773 (vide Gleig, *op. cit.*, Vol. I, pp. 352-56) and also in his letter to Lawrence Sullivan, dated 12 October 1773 (vide Gleig, *op. cit.*, Vol. I, pp. 356-57).

Hastings' *Benares Diary* contains plenty of corroborative evidence and also some additional information. We get here a clear account of the various considerations of Hastings and the Council in Calcutta behind the Anglo-Oudh alliance of 1773. Hastings writes: "The Inequality of the Alliance which had subsisted between the Company and the Vizier since the Treaty of August 1765; the little utility which it had afforded, or was likely on its present footing to afford to the Company; the vast expense with which every march of our Forces at his Requisition had been attended; the Disproportion of the Sums stipulated for the Reimbursement of it; the Irregularity with which they were paid; the frequent subject of mutual Discontent which had arisen from the foregoing Causes; and the hope of deriving an advantage to the Company from the change occasioned in the King's affairs by his separation from us, and his late Engagements with the Marattas, were the motives which induced me to wish for a personal interview with the Vizier.... With these other Arguments of a second Consideration concurred. The Management of our Connections with the Vizier had hitherto been left to the Military Commander.... To abolish this partial Influence, to renew the connection on principles more comprehensive of the general System, and to establish immediate communication between the Administration and the Vizier, were points which the Board hoped to obtain from the proposed interview" (Paras I-III). He narrates also the "many circumstances" which "conspired to promise a happy issue from it."

Dr. Davies has laid us under a heavy debt of gratitude by carefully editing this record with a useful preface, an Index and critical notes. In estimating its value he justly observes: "Historians, in their account of the steps leading up to the Treaty of Benares (1773), have relied on the debates in the Bengal Secret Consultations and on Hastings' Official report to the Board on his return to Calcutta. Apart from the fact that official reports have their obvious limitations it should be remembered that in the later discussions at Calcutta Hastings was defending his policy against the attacks of Francis, Monson, and Clavering, who formed the hostile majority on his council. In the diary we have the real reasons which prompted Hastings to reverse Clive's policy as laid down in the Treaty of Allahabad (1765). The conversations recorded were a frank discussion between Hastings as Governor of Bengal and Shuja-ud-daulah of Oudh, who was assisted by his Chief Minister, Muhammad Elich Khan."



The Royal Historical Society, London, is to be sincerely congratulated for printing this work in an excellent manner. But printer's devil does not spare anybody. "1776" in Footnote I. on p. 18 should be 1766 (vide Sarkar, *Fall of the Mughal Empire*, Vol. II, p. 548).

K. K. DATTA.

*Anandaranga Vijaya Campu of Srinivasa Kavi*. Edited by V. Raghavan, M.A., Ph.D., with a foreword by H. E. C. F. Baron, Governor of French India. (Palaniappa Bros. Teppakkulam, Tiruchchirappalli. 1948; pp. xv + 75 + 199. Rs. 4.)

**A** NANDARANGA PILLAI played an important part when Dupleix essayed to establish French hegemony over the Deccan but until the discovery of his diary little was known about this remarkable man. His patronage of the Telugu poet Kasturi Rangayya has long been well known, the poem under review furnishes evidence of his interest in Sanskrit learning as well. Of the author Srinivas hardly anything is known except that he was one of the proteges of Pillai. The historical value of the poem is necessarily limited. Srinivasa's poem seeks to extol the virtues of his patron and to exaggerate his political achievements. He claims for Anandaranga and his wife royal ancestry and does not hesitate to make a divinity of the hero. Nor does he hesitate to discover supernatural influence in his master's affairs according to the well established convention of the classical writes. *Anandaranga Vijaya* is an unabased panygeric. Srinivasa therefore should be judged as a poet and not as a historian. The editor has acquitted himself well. He has not only contributed a learned introduction but has also supplied an exhaustive summary of the entire poem in English besides notes in Sanskrit.

S. N. SEN.

*Excavating Buried Treasure*. By Rufus G. Mather. (Harvard University Press, Cambridge, 1945; pp. 112 and plates).

**M** R. MATHER is not an archaeologist. He did not dig among the rubbles of ruined for remains of early man or relics of a vanished civilisation. As the subtitle explains this interesting little volumes deals with archives research—its nature and fields. The author spent many industrious years among Florentine archives private and public but his experience is by no means limited to the record offices of Italy. His researches took him to France and England and he is naturally familiar with the official records of his own country—U.S.A. He first started his enquiries at the instance of Professor Allan Marquaris but soon cultivated an enthusiastic interest in the history of Italian artists. To most beginners archives work is an unmitigated drudgery yielding little result of value and interest to the lay man. Mr. Mather registers a strong dissent to this

current belief and his book, as Mr. Edgell says in his introduction, reveals not only the necessity for archive research but it's fascination as well. Mr. Mather's book will prove equally attractive to the serious student and well as to that person of ambiguous taste the general reader.

S. N. SEN.

*O Abade Faria.* By Santana Rodrigues. Emprera Contemporanea de Edigoes. Lisbon. pp. 174.

THE author is an Indian physician working in Portugal. His hero was first brought to fame by the famous French novelist Alexander Dumas (Senior) and is no other than the mysterious prisoner of Chateau d'If, to whom Edmond Dante, the Count of Monte Cristo owed his liberty. Abé Faria, despite his name, was an Indian of unalloyed descent, a Brahman by origin though not by faith and the legitimate offspring of a monk and a nun. Dr. Rodrigues has rescued Faria from the realm of fiction and restored him to the world of facts against the background of Luso-Indian and European political intrigues. The real Faria was a man of science in many respects far in advance of his times. Dr. Santana Rodrigues has given us a fascinating pen picture of one of the most remarkable of his countrymen who expounded the mysteries of animal magnetism to Revolutionary Europe.

S. N. SEN.



# THE INDIAN ARCHIVES

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Volume II

April, July & October, 1948

Nos. 2—4

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## RECORDS AND ARCHIVES: WHAT ARE THEY?

PURNENDU BASU

*National Archives of India*

PERHAPS a word of explanation is necessary for foisting on readers of an advanced technical journal, who are professionals in the field, an article which can at best be considered as elementary. In theory, this would be unpardonable and to genuine professionals I make my apologies. But the actual situation is something like this. In India the number of professional archivists can be counted on one's fingers on one hand and then leave a large margin. This is not a rash statement ; nor could it be otherwise. In a country where there are no railroads, you are not likely to meet with railroad engineers. Similarly where there are only a few organized archives, the number of archivists is bound to be limited. In the India which was under direct British government until 1947, organized central archive offices existed at the Centre (in New Delhi), in Madras, and in Bengal. Of the rest of the provinces, some had central record offices in an incipient form as in the Punjab, some none at all, while in a few some sort of half-hearted attempts were being made to establish such offices. Of the Native States, some had fairly well organized record offices, like Baroda, Kolhapur, Puddokottai, Patiala, Alwar, Hyderabad, Bhopal and a few others. Others like Jaipur, Udaipur, Travancore, Mysore, etc., had combined record offices and manuscript libraries, and the little that is known of their organization and management suggests that they were more general repositories hardly following any definite archival policy. There was, however, one common feature between all these existing records offices, from the one in New Delhi down to the least known one ; the emphasis in all of them, more or less, was

on archives as historical materials preserved primarily for the use of the research scholar. The place of archives in administration was hardly realized. The concept of archival institutions as service agency to administration has not yet been generally accepted in India. This was the situation generally in Europe till the last quarter of the nineteenth century, and continues to be so in most Latin American countries and in some states in the U.S.A. India, like the latter group, to this date holds mid-Victorian views about archives; in consequence the prevalent notions about records are also mid-Victorian, in total disregard of the development of more modern concepts which, incidentally, are not modern at all, but a renewed appreciation of the more classical concepts.

I propose to explain in this article the two terms 'records' and 'archives', those tangible or intangible qualities which give record or archive quality to certain documents and not to others though they may be very similar in form and content, and the extent to which archive material differs from library or other reference material, manuscript or otherwise. In a subsequent article I shall try to show the purpose which records should and can serve, their place in administration and their other uses. Finally, it is my intention to outline the procedure by following which those objectives can best be attained, to what extent such procedures are followed in India and what can be done to place archives administration in India on a genuinely sound footing.

First, the word *Record*. This comes from a Latin word *recordari* meaning to be mindful of. This again originates from the Latin *cor* (=heart), the only relationship between 'heart' and 'being mindful of' being that at one time the heart was believed to be the seat of one's memory, hence the expression 'to learn by heart'. *The Oxford English Dictionary* (1933 edition) gives a number of definitions of 'records', all of which emphasize that a record is something committed to writing in order to preserve the memory of a fact or event. From further descriptions and explanations it becomes clear that records can take almost any physical form—books, manuscripts, papers, maps, photographs or other documentary materials. The meaning in which the term is generally used today is somewhat more precise and there are certain conditions which a document must satisfy before it can be classed as a record. In the first place, records presuppose a record creator which may be an individual, a family, an institution, a commercial or other organization, or a government agency. In this list, government at all levels is by far the greatest

record creator. Secondly, records must be created for a specific purpose—either in pursuance of a legal requirement or in connection with the transaction of the creator's business. For instance, in a factory the law may require that certain standards of sanitation be maintained and that periodical reports on that subject be made to the factory inspection authorities. These reports are records created in pursuance of a legal requirement. On the other hand, policy papers, personnel papers, production charts, maintenance reports, sales promotion plans and sales records, budgeting and accounting papers, and so on, constitute the records created in connection with the business of that factory. Similarly with government agency records. Finally, only such documents which satisfy the above conditions and are, furthermore, preserved (or are appropriate for preservation) by the creating agency (or its legitimate successor) are deemed to be records proper. Their claim to be preserved, of course, depends on their utility, for no one in his senses is going to clutter up valuable space with documents which have no value. This utility has been termed by many as "retention value" which seems to be a good descriptive term. What constitute retention values will be dealt with in the next article. To sum up: records are the books, papers, maps, photographs or other documentary materials, regardless of physical form or characteristics, made or received by a government agency, institution or organization, family or individual, in pursuance of law or in connection with the transaction of its business and preserved or appropriate for preservation by that government agency, institution, organization, family or individual or its legitimate successors.

There exists some doubt in the minds of some people whether the papers of private individuals and families are records proper. The doubt is material, but it might be safe to give such papers the benefit of the doubt if they are found to have been preserved with the deliberate intention of keeping them permanently so that they may bear evidence to certain transactions and that they had been subjected to some rational organization with this purpose in view.

Among official records, two types are most easily discernible—first, those that are created deliberately, and secondly, those that grow up without any deliberate preconceived plan. In the first category would fall what are known as the Note Sheets in our governmental files, reports by experts and others, expenditure vouchers, and so on. In the second category come correspondence which are by-products of a transaction. These days quite a sizeable body of records belonging

to the second category do not come into physical being, business having been transacted orally over the telephone or across the luncheon table. Sometimes memoranda are kept of these transactions, often they are not, and it is only by referring to later records that one can sometimes infer that some communication was made between two or more persons relating to a particular transaction.

Our second term is *Archives*. This word is derived from the Greek *archeion* meaning that which belongs to an office. This again has its origin in the word *arche* which has a number of meanings and, consequently, a number of derivatives with different connotations. *Arche* means: (1) beginning, origin, first cause; (2) first place, power, sovereignty, empire, realm; and (3) magistracy, office. From the first of these sets is derived the Greek *archaios* meaning old, ancient, etc., and from this we have such derivatives as *archaic*, *archaeology*. From the second set is derived *architekton* (chief builder) from which we get *architect*, *archbishop*, etc. From the third set is derived the word *archeion* which, in turn, gives birth to *archives*. The word has had an interesting evolution. From the Greek was derived the Latin *archivium* from which was coined the French word *l'archive* (feminine, singular) and later the collective *les archives*. From the French came the English *archives* in the collective sense. Now even in English different uses are made of the word. For instance, Sir Hilary Jenkinson, Deputy Keeper of the Records of England, uses the singular form to mean a single document. Dr. Roscoe Hill of the United States has suggested a whole series of terminology originating from *archives*, e.g., *archive*=a depository; *archives*=the records in an archive; *archivalize*=to consign a record to an archive; *archivology*=the science of the administration of archives, and so on. Whichever of these terms one may find acceptable in whatever form, generally speaking in the English language the term archives signifies at least three distinct things—the records themselves, the building which houses the records, and the administrative set up responsible for the maintenance of the records and servicing them. For instance, in New Delhi by “archives” would be understood either of the three things: (1) the red and brown stone building on Queensway which houses the records of the Government of India; (2) the records inside this building; and (3) the office of the Director of Archives of the Government of India.

According to the old Greek meaning of the term anything belonging to an office would become its archives, including even furniture and equipment. Today, however, the meaning is restricted.

I shall leave out the two derived meanings of building and administrative set up, and confine myself to the body of records housed in an archival institution. An archivist's conception of archives has been stated to be as follows: the organized body of records created or received by a government agency, institution, organization, family or individual and preserved by that agency, etc., or its legitimate successors as evidence of its organization, functions, policies, decisions, procedures, operations or other activities or because of the informational data contained therein.

It will be seen from the above that an archivist's conception of archives is narrower than the meaning popularly attached to the word. Popular belief gives archive quality to things like an historical manuscript, in fact, any old manuscript, an isolated copper plate or stone inscription, letters of ancient rulers and important persons no matter for what purpose written and circumstances in which they survived, besides a host of other things. Strictly speaking, however, archives do not include them in their fold. Archives are essentially all records. But are all records archives? In English, archives is understood to mean only non-current records of permanent interest whether or not they have been transferred to a specialized central repository, but which have been segregated from the current records. In the Romance languages no distinction is made between archives in the English sense and current records. Eugenio Casanova, the celebrated Italian archivist and one of the pioneers in systematizing the science of archive administration, distinguishes the two by using the terms *archivio corrente* and *archivio di deposito*, the first meaning current records and the second archives. But that usage has not been common. Perhaps the English meaning of the word is the best. But trouble arises as soon as an attempt is made to define what is "non-current". It has to be defined more or less arbitrarily and non-currency may vary from agency to agency.

In this connection I may refer to what has been described as the Life History of Record, a concept spelled out, I understand, by Philip Brookes, of the National Archives of the United States. To illustrate the life history of records, he conceives of a diagram which has at one end all the elements which go to create records and at the other the archives. In between these two extremes come, successively, the stages and treatments through which records pass. The first stage is that of their use in day-to-day administration for the purpose for which they were originally created. This is the stage of currency. The next stage is that of their being "recorded" either with or



without an indication of how long they should be kept, their re-examination at the end of the preconceived period and the weeding out of the valueless material. Still retained by the creating agency, this may be called the stage of semi-currency. The files may be either very active during this period or they may be comparatively non-active, depending on the contents of the files and the agency concerned. But the crucial point is that they are no longer required for the purpose for which they were originally created, but for ancillary service to other transactions. In an ideal situation, these semi-current records would be segregated from the current records. Finally comes the stage when the semi-current files become practically non-active for administrative purposes. By that time all materials of ephemeral interest in them have been weeded out and only the cream remains. They are no longer required for reference by the creating agency frequently enough to warrant their being further retained by the creating agency, and they are then ripe to be transferred to the central archives as non-current records for indefinite retention. Care is taken to use the word "indefinite retention" instead of "permanent retention", for from experience it has been found that sometimes it happens that the information contained in a body of such records is duplicated somewhere else and that they can be destroyed without any loss either to administration or to scholarship. Archives then are records of enduring value no longer required by the creating agency for frequent reference.

I shall conclude this article by describing what are the characteristics of archives and how they differ from other reference materials. From the survey which has gone before, it is fairly simple to delineate the characteristics of archives. The first characteristic is the relationship that archives bear to a creating agency. The archives of a particular agency are intended to reflect the policies, functions, organizations and transactions of that agency alone and nothing else, and from this fact is derived the first major principle of archive administration, namely, *that the archives of a given creator should in no circumstances be intermingled with those of another creator.*

The second characteristic is the official character of archives or, in other words, the fact of their being the product or by-product of transactions having legal effects. From this characteristic flows the second major principle of archive administration, namely, *archives must remain in the custody of the creator or his legitimate successor in order to ensure that no tampering has been done with them from*

*outside so that they may be acceptable in the court of law as valid evidence of a transaction.*

The third characteristic of archives is their uniqueness, which is self-evident. A record is created for one specific purpose and none other whatsoever and, therefore, *qua* record it may not be repeated anywhere else.

The fourth characteristic is the organic character of archives. As a transaction progresses records relating to it grow naturally. Each piece in a file is a consequence of some preceding piece or pieces, and the former is explained and elaborated by the latter. Torn from each other or taken in sequence different from that in which they were created, records cease to tell a story or, what is worse, tell a wholly inaccurate story. In order to retain their quality of reflecting accurately what has gone before and how, the original order of records should in no circumstances be disturbed to conform to some logical pattern as followed in libraries or some fancy pattern to suit the humour of an individual. This *sanctity of the original order* is the fourth basic principle of archive administration.

The distinction of archives from library and other reference materials is that the latter do not have the above characteristics. Books in a general library or items in a historical manuscript library are *collections* of isolated pieces which have been, *after collection*, put in some sort of logical order. Archives, on the other hand, are *accumulations* rather than collections and their order and arrangement is determined as they grow and not afterwards. Other reference materials do not have the official character or relationship with a creating agency essential to archives. Nor are they unique, though they may be rare and not more than a single copy of a book or manuscript may be known to exist, in the sense in which archives are unique, namely, the former are created (published or written) for general use, the latter in the course of one specific transaction.

# CENTRAL AFRICAN ARCHIVES: SOME ASPECTS OF THEIR DEVELOPMENT

C. G. ALLEN

*Central African Archives*

IT is not exceptional for a movement or an institution to grow out of beginnings in which its essential principles are obscured or only imperfectly realized, but if it is to develop along its proper lines, its organization and activities must sooner or later be reviewed in the light of those principles and modified or directed accordingly. Thus it is almost universally insisted that the *raison d'être* of archives is administrative, but with the notable exception of Great Britain,<sup>1</sup> most modern archives would appear to have sprung from an interest in history. Thus even now more than half the state archives of the United States of America show in their names and those of their officials an intimate connection with historical research. And some of the others have, like the Archives Department of Illinois, found it necessary to reaffirm the fact that they are interested not primarily in historical research but in good government.<sup>2</sup>

The Central African Archives, formerly the Government Archives of Southern Rhodesia, were formed as a result of popular interest in the colony's past. The occasion was a historical exhibition, organized in 1933 by Mr. V. W. Hiller, the present Chief Archivist, for the celebration of the 40th anniversary of the occupation of Matabeleland: the body most concerned with developing the idea of a national repository was the National Historical Museum Committee. Nevertheless those most intimately connected with the archival side of the project had no doubts about the principles governing their endeavours, and it is in accordance with those principles that each step in the development of the archives has been taken. Not that the general public (in which one must include Members of Parliament) have always been equally clear on the matter, or that

<sup>1</sup> By a tradition dating back at least to Edward III the Public Records of England were considered to be 'the people's evidences' and in speaking of 'the manifest importance of our having the most ready knowledge of the records of the country, in the daily concerns of government, legislation, and jurisprudence' the select committee which in 1800 inquired into the state of the public records reasserted an ancient principle. (Reports from the Select Committee, etc. pp. 3 and 19).

<sup>2</sup> Margaret C. Norton: "The Archives Department as an Administrative Unit in Government." *Bulletin of the American Library Association* Vol. 24, No. 9 (September 1930).

it is not necessary from time to time to state those principles unequivocally, as was done at the beginning of the recent report *Central African Archives in Retrospect and Prospect*, 1935-1947.

The laws governing the operation of the Central African Archives, the *Archives Act*, 1935 and the *Archives Amendment Act*, 1946 reflect clearly the two-fold nature of archives, the primary administrative and the secondary historical function. For although the Government Archivist was empowered to acquire 'all such original records, documents and other historical material as he may deem necessary or desirable', this power is subordinate to that of examining the public archives 'which are in the custody of any Government Department', advising on their care, custody and control and ensuring their periodical transfer to the Archives. Accordingly, one of the first activities of the Government Archivist was the institution of an enquiry into the public records, their distribution, bulk, state of preservation, order and accessibility, the vicissitudes they had suffered, and the measures taken by the various offices for their care and arrangement.

As a result of this enquiry, instructions were given that no records were to be destroyed without reference to the Archives. This was an immediate precautionary measure and was quickly followed by a consideration of the problem how the destruction of records was to be controlled and made to serve the process of government instead of hindering it. The resulting regulations were published as government notice no. 356 of 1938 and were amended in 1939 and 1941. In 1947 when the question of issuing similar regulations for Northern Rhodesia and Nyasaland was under discussion, the opportunity was taken of revising the regulations, making them clearer, more effective and more comprehensive.

The cardinal principle embodied in the original regulations and in all subsequent amendments and revisions is that records are preserved not primarily for purposes of historical research but for their possible administrative value. It is necessary therefore that the first assessment of the value of records should be made by the department in whose custody the records are. But departmental views are necessarily somewhat narrow, and it was therefore decided that records whose destruction was recommended by a department on the ground that they had not sufficient public value to warrant their preservation should be listed, and the list scrutinized by a committee known as the Records Destruction Committee consisting of the Government Archivist, the Government Statistician and the Auditor General (or

their deputies) and a representative of the department concerned.<sup>3</sup> The lists, with the recommendations of the committee, are referred to the Royal Commission for Central African Archives and thereafter to the Minister of Internal Affairs in Southern Rhodesia or to the Governor in the other two territories. If approved they then lie for inspection by the general public for periods of sixty and ninety days respectively ; if no objections are received within that time the recommendations are put into effect ; if objections are received the Minister decides what course is to be adopted.

The original regulations only provided for the selective destruction of existing accumulations. To prevent further unnecessary congestion, power was given to the Minister of Internal Affairs to issue, on the recommendation of the Archives Commission and after the same period of public inspection, standing instructions for the periodical destruction of valueless documents. In practice these instructions were extracted in the first place from the lists of records for destruction submitted by departments, by the omission of series of records no longer current and the insertion of recommended periods of retention for those that were. Recent series whose destruction had not been requested were then added by the department, with suggested periods of retention ; and after confirmation or variation, the lists were forwarded to the Archives Commission.

The regulations as they existed up to 1947 had two drawbacks ; first, they suggested by their wording that the functions of the Records Destruction Committee were negative, to "ensure that no document which it considers to be of historical, genealogical or antiquarian use or interest shall be destroyed". Secondly, when only those records are listed whose immediate destruction is desired, it is often difficult to decide whether a particular series should be destroyed or not, without knowing what records are being preserved ; and departments are tempted to avoid effort by listing only those records whose destruction is obvious. To obviate these difficulties the present regulations require the preparation of a list of all records in the custody of a department, and empower the Chief Archivist to call for such lists at any time. Furthermore the Records Destruction Committee is directed to "consider the same and record its opinion whether the Public records referred to therein, or any of them, ought to be destroyed or not, and if not, as to the manner of their disposal".

As all the records of a department are listed (though not each

<sup>3</sup> In Northern Rhodesia and Nyasaland under the 1947 regulations, the committees consist of the Chief Archivist, the Auditor and the Attorney General.

individual file) and a representative of the department concerned is present at each meeting of the committee, it becomes less necessary to issue elaborate instructions stating which types of records are to be preserved and which destroyed. If the selection of records for preservation were an exact science, it would doubtless be sufficient to list the types of records for preservation or destruction, describing them unequivocally, and leave it to departments to place their record series under the right heads: but in fact it is not so. Some records fall into well-known types—*e.g.* covering letters, counterfoils of receipts and so forth—but most require an individual decision. Elaborate instructions tend to be ignored or to stereotype procedure and therefore only broad directions are given, and more elaborate discussion left for the meeting of the committee.

The same regulations provide for the transfer to the Archives of records of an age of fifteen years or upwards which are no longer required for departmental purposes. This would mean at the present moment the transfer of the records of all departments up to the early part of 1933. Except in emergencies, however, such transfers have not been carried out, for there is a natural break in the administrative history of Southern Rhodesia at the end of September 1923, when the country ceased to be administered by The British South Africa Company and became a self-governing colony.

It is wisely remarked by Muller, Feith and Fruin<sup>4</sup> that the question whether a change in the organization of the administrative body warrants the beginning of a new division of the inventory, depends on the extent of that change. In other words the rule is one of those whose difficulty lies entirely in the application. The constitutional change which took place in Southern Rhodesia in 1923 was in some respects sweeping, in others it left almost no trace. The local administration of native affairs was practically unchanged: the native commissioner remained immediately responsible to the superintendent of natives of the circle within which his district lay, and it did not concern him that the ultimate authority was no longer the Administrator but the Prime Minister in his capacity as Minister of Native Affairs. But at the higher levels, especially those where connexion with the legislature was closest, the changes were more marked. The divisional heads—the Administrator, the Attorney-General, the Secretary for Mines and Works, the Surveyor General and the Treasurer—who had hitherto been members both of the executive

<sup>4</sup> *Manual for the Arrangement and Description of Archives.* Sect. 51.

and the legislature, lost their legislative functions and were replaced in this capacity by responsible ministers. Within the executive functions and responsibilities were altered. In particular the office of Administrator was abolished and no one departmental head inherited all his functions. Even before this the records of the Department of the Administrator had begun to be not divided but dismembered. Innumerable files and volumes were destroyed; others were sent to London on instructions from the head office of the British South Africa Company; the bulk was transferred to the Department of the Colonial Secretary, even though some of the files so transferred related to matters controlled directly by the Prime Minister; lastly, sundry parcels of records were distributed to subordinate departments according to their subject matter, irrespective of the fact that these departments had their own records dealing with the subject on their own level.

In view of this chaos it was decided to restore so far as possible the arrangement of the Administrator's records existing before the dismemberment and to make a break in the inventory at 30 September 1923. Although this did not solve all the problems of the inventory, for some records have a way of evading classification, it did provide a tenable basis for the broader divisions; for the disposition of records and functions among the departments and of the departments in their divisions at the given date could be ascertained, and the many earlier migrations related to them.

Thus the immediate objective was definite and limited, namely the systematic centralization of the records of all departments up to the end of September 1923, beginning with what might be described as the *ligne principale*, the records of the Department of the Administrator. The records of each department, thus received in their entirety, have been sorted into their natural divisions in the light of evidence, internal and external, available. For this period the divisions are mostly formal—in letters, out letters, correspondence, registers, reports and the like—and are further subdivided into series either as a result of changes in the system of record-keeping or by differences of originator, recipient, purpose or subject as the case may be. Despite the pronouncements of the *Manual* it has been found practical, for these entirely modern records, both to tabulate the inventory and to set out the individual volumes of a numerical series, and the description of series of correspondence has in most cases been carried down to the individual file or group of related files. For it is not of much practical use to those who wish to consult the records

to be confronted by such an entry as: 572 files dealing with every subject connected with land and surveying, 1890-1923.

The greater part of the records of the Company's regime have now been transferred to the Archives, and the end of this phase of the programme is therefore in sight. The concluding operation will necessarily be a revision of the work already done on the Department of the Administrator, for as already indicated, stray parcels of records are received with those of almost every other department: not only have they to be fitted into the existing scheme, but the fresh evidence supplied by them may cause major modifications of that scheme.

Simultaneously with these systematic transfers, *ad hoc* transfers have been made up to the latest permitted date, of records considered to be in danger and of records of temporary bodies such as commissions, immediately after their termination. But of these records only a rough temporary list is made at this stage: the final inventory, involving as it does many difficult problems over the solution of which archivists are not yet agreed, must await the systematic centralization of records later than 1923, records of a still changing administrative system.

The above remarks apply to Southern Rhodesia. When temporary depots were opened in Northern Rhodesia and Nyasaland in 1947 to carry out the weeding and centralization of the records of those two countries it was found that no such drastic changes in administration had taken place and that therefore the records from the beginning until the present must be treated as homogeneous. The programme for the depots therefore envisages a rapid centralization, an elastic arrangement and a preliminary inventory, and the eventual transfer of the records to the projected new building in Salisbury, where the final inventory will be prepared.

Although the care and custody of public records is the primary duty of the Central African Archives and a clear distinction is drawn between archives proper or public records and historical manuscripts, it was considered advisable to group round the public records ancillary collections of "other historical material". These collections comprise the Library, the Historical Manuscripts Collection, the Map Collection, the Pictorial Collection, and a limited number of exhibits. In the biggest archival institutions, such as the Public Record Office or the National Archives, such an arrangement is impracticable, but it is not confined to Central Africa. Other countries, notably Canada, have found it equally convenient to house the different types of historical material together and thus enable one to throw light on another.



Thus the task of the Library was at first the collection and arrangement of all printed matter relating to the territory which is now Southern Rhodesia, from government publications to ephemeral pamphlets and popular novels, and of all other printed matter necessary to place the life and history of Southern Rhodesia in its proper context. From its centre, Southern Rhodesia, the field of interest spread geographically with diminishing intensity over the whole of Africa and extended to such general subjects as native policy or colonial development. Even as thus conceived the task was no light one, and until a separate staff for the library was available the emphasis had necessarily to be on collection rather than arrangement. But since the creation of the Central African Archives in 1946 Northern Rhodesia and Nyasaland have received the same treatment as was formerly reserved for Southern Rhodesia, and countries such as Tanganyika, the Belgian Congo and Angola, hitherto somewhat remote, have become neighbours and need to be covered more fully. It was not until 1947, therefore, that a start could be made on classification and cataloguing; and as development and the routine of the Printed Publications Act<sup>5</sup> must not be neglected, it is unlikely that this task will be completed for some years.

The official record and the printed word are both somewhat reticent; to complete and in some cases to correct the picture, private manuscripts are essential. Indeed, Central Africa cannot be understood without them, for the diaries of missionaries, traders and hunters antedate the establishment of European government. For this reason there is being assembled in the Archives as complete and varied a collection of manuscript material as possible—diaries and correspondence of individuals from the beginnings of European penetration to the present day and papers and accounts of corporate bodies other than government agencies. From this collection the material published in the Oppenheimer Series is drawn.

Neither government departments, however, nor individuals are given as a rule to elaborate and exhaustive descriptions of their surroundings; and if they were those who are not gifted with pictorial imaginations would hardly thank them. Maps and pictures must therefore be added to the things necessary to the complete and ready understanding of the life of a country. As regards Central Africa the Map Collection like the Library aims at completeness—every available

<sup>5</sup> The Printed Publications Act, passed in 1938, requires the deposit of a copy of every book published in Southern Rhodesia, and the registration and deposit of newspapers. Similar legislation for Northern Rhodesia and Nyasaland became effective from 1 March 1948.

independent map of every type and scale; outside the three territories only such maps as are necessary to the fulfilment of the purpose of the collection. The Pictorial Collection, the core of which consists of some 3,000 negatives and the corresponding enlargements, has been built up by the acquisition of original negatives, prints, drawings and the like, and by the production of copy negatives from illustrative material in books or external to the Archives. The purpose of the illustrations is historical and therefore pictures of merely scenic interest are excluded. Typical collections of negatives which the Archives have been fortunate in acquiring are the Ellerton Fry collection, illustrating the occupation of Mashonaland in 1890 and the Strachan collection dealing chiefly with buildings and public events in Salisbury since the 90's.

In the acquisition, custody, arrangement and exploitation of these varied types of material as well as of the exhibits—historical paintings by Baines, relics of the Moffats and of Rhodes, and the like—the Archives strive to keep in mind the principles governing their existence. In the present staff position (governments, alas, must be brought to swallow one camel at a time) not every section can receive ideal attention, and those principles inevitably establish a hierarchy with the public records at the top. In times of less financial stringency it is hoped that each will have its due care and all will be housed in that new building which has been so lovingly and painstakingly planned but whose erection lies still in the future.

# MANUSCRIPT REPAIR IN EUROPEAN ARCHIVES<sup>1</sup>

L. HERMAN SMITH

## I. GREAT BRITAIN

Public Record Office (London)

AS late as the beginning of the reign of Queen Victoria, the national archives of England were scattered in some sixty different places, such as the Tower of London, the Chapel of the Rolls, the Chapter House and the Chapel of the Pyx at Westminster, and the State Paper Office, but an act passed in 1838 had for its object the eventual concentration of them in one building, under one management, and an Order in Council in 1852 increased the scope of the records which were to be transferred to the proposed central repository.

The Public Record Office now contains the greater part of these archives, including records of the Chancery and Exchequer, the Justices Itinerant and the Clerks of Assize, the High Court of Admiralty, the Supreme Court of Judicature, special and abolished jurisdictions (such as the Court of Requests and the Star Chamber), the Palatinates of Chester, Durham, and Lancaster, the Copyright Office, the State Paper Office (comprising the domestic, colonial, and foreign series of the secretaries of state), and Public Departments.<sup>2</sup>

The distinctive feature of this vast collection of documents, which extend over a period of more than eight hundred years, is that they are of a more or less official character. The great majority of them have remained in official custody ever since they were

<sup>1</sup> Reprinted by kind permission from *The American Archivist*, Vol. I, No. 1, January 1938.

The following article is the first of a series intended to summarize the results of an investigation into methods of manuscript repair in some of the principal archive repositories of Europe. The writer was a member of the staff of the Department of Manuscripts in the Huntington Library, San Marino, California, who in September, 1935 was assigned to make a year's study of these methods in archives and libraries abroad prior to the establishment of a repair laboratory in the Huntington Library. The major portion of his time was spent in the Public Record Office, London, but visits were also paid to other institutions in Great Britain and on the Continent. One month was spent at the Vatican Library. These summary descriptions of the various repositories which Mr. Smith visited include, in each case, notes explanatory of the nature of the archives, the general style of stack construction, and the methods of storage of documents which he observed, owing to the direct bearing of these factors on the problem of repair and preservation. [Some of the informations contained in the article, particularly about personnel and organizations, are naturally out-of-date having been written more than 10 years ago. Effort has been made as far as possible to point these out.—*Ed. I. A.*]

<sup>2</sup> M. S. Giuseppi, *A Guide to the Manuscripts Preserved in the Public Record Office* (London, 1923), 1, iv-v.

written, others are addressed to officers of state, others relate to property with which the crown or a court of law has at some time been concerned. Periodical transfers of records from the various public departments have increased the archives to such an extent that certain classes of documents, mainly recent records not open to public inspection, have had to be transferred to a branch repository at Canterbury. Mr. A. E. Stamp is the deputy keeper of the public records.<sup>3</sup>

The repairing department in the Public Record Office consists of a staff of some twenty men, the most extensive establishment of its kind in Europe. It is under the general supervision of Mr. Hilary Jenkinson, and Mr. J. Gilkes is foreman of repairs.<sup>4</sup> These men, all skilled craftsmen, are capable of undertaking all types of repairs, but there has been, inevitably a certain amount of specialization, due to some individuals' development of particular skill along certain lines. One may excel in the repair of wax seals, another in the laying out of large parchment documents, and yet another in the roughening of parchment used in repair. Thus there are many individual differences in technique, although the general methods of repair in the office are kept uniform.

The quarters occupied by the repairing staff consist of three large rooms for straight repair work, one room for seal repair and moulding, and a bindery, not to mention storerooms for supplies, etc. These rooms are actually converted strong rooms with few windows, usually only on one side, and thick walls. The natural light is therefore none too good at the best of times, and on dark days (notoriously frequent in London), it is quite inadequate and must be supplemented, rather unsatisfactorily, with electric lights suspended above each bench. An open coal grate usually occupies one side of the room and serves not only as a source of warmth but as a place to heat size, cook paste, etc. The floor is of closely fitted wooden blocks. Tentative plans have been put forward to add a new wing to the building to house the administrative offices and repairing department, thus allowing the rooms at present occupied to be turned back into strong rooms.

Each repairer has a bench topped with large, heavy wooden board, worn smooth, as a working surface, and a set of requisite tools including string bound paste brushes, earthenware paste bowls, paring stones, knives, bone folders, and sponges. There are several

<sup>3</sup> Sir Hilary Jenkinson is the Deputy Keeper now. *Ed. The I. A.*

<sup>4</sup> Mr. R. H. Ellis succeeded Mr. Jenkinson. *Ed. The I. A.*

iron book-binder's presses, both of the standing and bench type ; so that it is possible to leave documents overnight under varying degrees of pressure, depending on how dry they are. A very large, low table, covered with a rubber composition, is used for laying out and repairing documents which are too large to be pressed in the ordinary manner. It can be completely covered with a set of heavy wooden panels lined with rubber on the underside, which act as weights and prevent documents from curling as they dry. It is necessary to descend to the lavatory in the basement for water to clean paste bowls, brushes, and other tools (a rather inconvenient arrangement).

The materials for the repair of paper documents in the Public Record Office are two, handmade rag paper and transparent silk gauze. The paper is specially made for the office according to definite specifications as to linen rag content, tearing strain per square inch, etc. It is a laid paper, cream colored, with no watermarks, obtainable in sheets of twenty by twenty-eight inches. There are two weights, of twenty-two and thirty-one pounds to the ream, respectively. The contract for its manufacture has been let on two different occasions to Spicer's, 19 New Bridge Street, London, E.C. 4 ; and to Waterlow and Sons (manufacturers of papers for English bank notes). The silk gauze, variously called tissue, chiffon, crepeline, or, more properly, mousseline de soie, is French made. It can be obtained from Combiér Silks, Ltd., 252, Regent Street, London, in lengths of forty yards, forty inches wide (quality 383/568).

Damaged paper documents are backed, patched, edged, or framed with the new paper, depending on the extent of the damage and the general condition of the document. Complete backing is possible only if there is no writing whatever on the verso of the document. Patching, edging, and framing serve to strengthen and reinforce worn folds, tattered edges, and tears. If there is writing on both sides of a fragile document, transparent silk gauze is applied.

The usual steps in the procedure for repairing a paper document in the Public Record Office are as follows:

1. *Dampening of the document, with a sponge dipped in water.*
2. *Silk gauze (if required) laid on dry and paste applied from above.*

The paste, freshly made at frequent intervals, is of wheat flour and water, with powder resin and thymol (as a preservative) added. It is thinned considerably for use with silk gauze.

3. *Repairing paper dampened and pasted on where needed—surplus paste removed with a sponge.*

In some instances it is preferable to tear the paper into strips or pieces of the size desired before dampening it; in others, the complete sheet of new paper is applied, then carefully torn away where not required as reinforcement. In either case the tearing is intended to furnish a featheredge, which is less noticeable than a sharp, cut edge, and less liable to become loosened from the document.

4. *The document is laid to dry between waxed tissue and absorbent cartridge paper, under a light weight.*

Waxed tissue prevents the damp, freshly repaired document from sticking to the pressing paper, but it tends to leave on the document a deposit of wax which is disagreeably streaked and even dirty in appearance. This deposit may be partially removed with warm water or benzine, on a sponge. It has been suggested that other types of paper, glazed or greased, might serve the same purpose more satisfactorily. The size of the sheets of pressing paper conforms with the size of the platen of the press. Seasoned wooden boards, proof against warping, are used as pressing boards.

5. *The document when dry is soaked with warm size and hung up to dry.*

The size is made by simmering waste scraps of repairing parchment in water for a period of two or three hours. When cold, the mixture has the consistency of jelly, it may be warmed up and strained for use. The size is applied while warm (not too hot) with a wide, soft brush, on one side of the document only; it soaks through immediately to the other side. The document is then hung on a wire in the sizing cabinet and left to dry, being shifted occasionally to prevent sticking.

The sizing cabinet, consisting simply of a wooden frame with the top, back, and sides enclosed and the front open, and with several rows of wires stretched from end to end, is not entirely satisfactory. In the first place, it collects dust and soot alarmingly, and always has to be cleaned carefully before use. In the second place, it is difficult to reach the wires at the back and bottom, when many documents are being hung at one time. Another handicap, not wholly connected with sizing, is that all documents except those in the presses must

be returned to the strong rooms every night. Thus it is impossible to leave documents overnight in the drying frame.

6. *Final pressing ; trimming.*

Pressing is one of the most important steps in the repair of documents at the Public Record Office. It not only flattens the document but insures its proper drying out. The pressing papers, dampened by contact, must be changed frequently for dry ones. As the document gets drier, the pressure is increased. Silk gauze properly applied and pressed into a document is often practically invisible, being detected only by running one's finger nail across the surface of the document.

When the document is completely dry, it may be removed and the excess edge of repairing paper trimmed in the cutting machine. Care is taken to leave a slight margin of the new paper, as evidence that none of the document has been lost in trimming.

7. *Guarding and filing.*

It is the usual practice here to bind or incase in file boards all loose paper documents—the form of the binding or file depending on the method of treatment of previous documents repaired in the same series or group. The tendency is more and more away from the old type of binding for loose papers for three main reasons: expense, time involved, and inflexibility. Documents bound up are absolutely fixed in arrangement, unless the binding be destroyed, while those which are sewed together and incased in file boards may be re-sorted or re-arranged at any time simply by removing the whipcord. Certain bundles of papers (for instance, the Commonwealth Exchequer papers) are filed in limp linen-buckram covers, in convenient sections. The sections forming one bundle are then put up together in glazed cloth and millboards.

Strips of toned paper (also called glazed cartridge paper), cut to the proper size, are used as guards. A standard size is set at the beginning of a series of volumes or files, and adhered to throughout, over-size documents being folded if too large to conform. These strips are pasted to the fold or free edge of the documents, depending on the size of the document and the extent of the handwriting.

The two materials used for repairing parchment documents are parchment and unbleached linen ("airplane cloth"). In the Public Record Office the size and importance of the document to be repaired determine the choice of the repairing material. Linen is

much cheaper than parchment, so that it is generally used for very large documents, such as Chancery proceedings. The comparative cost (approximate) is: parchment, six shillings a skin; and linen, two shillings a yard. The linen, designated "38 inch Aero Fabric" or "Brown Holland" is obtainable from Woods, Sons, and Company, '6 Milk Street, London, E.C. 2; and the parchment may be purchased from Band and Company, Plough Yard, High Street, Brentford, Middlesex, W. Parchment varies greatly in quality, some skins being very thick, tough, and greasy, and others almost of the thinness and transparency of fine paper. A happy medium between these two extremes is best for the average repair job, but in any case the skin chosen should be similar in weight and texture to the material of the particular document in hand.

The procedure in the repair of parchment documents follows:

1. *The parchment is first of all evenly roughened (on the flesh side) to insure its adherence to the surface to which it will later be pasted.*

Roughening of parchment was formerly accomplished at the Public Record Office by laboriously rubbing an ordinary file or rasp to and fro across the surface of the skin, which was firmly held on a rounded wooden block. There were, however, two main disadvantages to this method: (1) the length of time required; (2) the difficulty of roughening very thin skins without tearing them. One of the men in the repairing department, of a mechanical bent, therefore set to work to invent a machine to perform this operation, and he at length brought the contrivance, if not to a stage of perfection, at least to the point of practical usefulness. It consists basically of a cylinder covered with sandpaper and attached to an electric motor. The skin of parchment is passed between this rapidly revolving cylinder and a resilient, rubber covered surface underneath, which can be clamped up against the cylinder. The sandpaper thus performs the same function as the file in the manual method. In a large archive repository such as the Public Record Office, where thousands of parchment documents await repair, the time requisite for the repair of each individual document must be carefully considered, and it is a fact that the roughening of the new skins of parchment has hitherto occupied in some cases almost as much time as the actual repairing of the document. Thus the saving of time and the consequent increase in the annual number of manuscript repairs effected by the use of this machine is of the greatest importance. For an institution of more limited scope,



where early documents on parchment are comparatively few, such an apparatus would not be so vitally necessary.

2. *The new parchment, whether it is to be used for edging, patching, or backing, is laid on the document, marked out to the proper size, and trimmed.*
3. *The edges of the parchment patches, etc., are pared or beveled with a sharp knife, so that the new parchment will appear to merge into the material of the document itself.*
4. *It is wise not only to dampen but also to clean and flatten parchment documents preparatory to repair.*

Parchment is a much more difficult material to work with than paper, as it is more affected by water. Hence more time has to be devoted to preliminary preparation of parchment of documents before they are ready for repair. A paper document may often be cleaned with a rubber, then dampened with a sponge and repaired immediately, but in the case of parchment it is usually necessary to spend more time in cleaning and to resort to light pressure while the document is damp, in order to flatten it properly.

The frame devised by Mr. Douglas Cockerell for the stretching and flattening of parchment documents by a system of leaden weights is occasionally used in the Public Record Office, but it does not find favour with the repairers themselves. Their principal objections to it appear to be: (1) a long time is required to flatten a document on it, owing to the slow rate of penetration of moisture from the dampened felts suspended above and below the document; (2) only one document can be treated at a time; (3) the document when removed is not so flat as it would have been if pressed; and (4) for very large documents the leaden weights seem inadequate.

5. *Complete backing with new parchment or linen is the simplest method of dealing with documents on parchment, and the one usually employed in the Public Record Office, particularly in cases where the document is in a very fragmentary or rotten condition.*

Of course, complete backing is impossible if there is writing on both sides of the document, but if an endorsement is the only writing on the verso, that alone may be left uncovered. If a document is in fairly good condition, it is usually only partially backed or patched,

that is, where particularly weak. Parchment is always used for partial backing, never linen. It is cut to cover the weak sections, and the edges beveled. When it comes to pasting, the document (previously cleaned and flattened) is only slightly dampened with a sponge dipped in water, and the pasted bit of repairing parchment is laid on the section indicated. In other words, less water is used than in the case of full backing, where document and backing are laid down flat on the working surface. The paste is of wheat flour, as before, used slightly thicker than in work with paper.

6. *After a document has been backed or partially backed with new parchment or linen, holes and jagged edges are "filled in" on the recto—always with the parchment, never linen.*

The two main reasons for "filling in" are: (1) to make the backed document of a uniform double thickness throughout, not double in some places and single in others (where there were holes, for instance); (2) to improve the looks of the backed document by covering up exposed sections of the roughened parchment, which feels uneven and tends to appear dirty. In the old days this whole procedure was avoided by not roughening portions of the repairing parchment which would be left exposed because of holes or ragged edges in the document. That is, the cleaned and flattened document was laid on the repairing parchment and all holes and ragged edges were lightly outlined in pencil; then those outlined areas were left unroughened. Care had to be taken when pasting down the document later, to get the holes, etc., exactly over the unroughened areas. All the men of the old school at the Public Record Office declare that this method is much superior to "filling in", but the latter has certain advantages. In the first place, the backed document is thus of a single thickness in one place and a double thickness in another. Secondly, it is extremely difficult to get the document in exactly the right position when pasting (that is, to get the holes and the unroughened areas to jibe), particularly if the edges are especially jagged and irregular. Thirdly, the unroughened areas of parchment are rather inclined to crinkle after the document is dry. Perhaps the particular reason for the dropping of this practice was that the men became rather careless, sometimes leaving pencil marks showing where they had outlined ragged areas, thus causing the document to look somewhat shabby. Mr. Jenkinson suggested the new method. It is always necessary in the case of linen backing.

7. *Silk gauze is used on parchment documents only in rare cases. It cannot be pressed into the material as effectively as in the case of paper documents.*
8. *The repaired document is laid to dry between cartridge papers and under a light weight, which is steadily increased as the drying continues, as in the case of paper documents.*

Parchment seldom loses its life to the extent that it must be resized, but there are cases in which sizing is necessary. Sometimes it is well to apply the size even before repair, if the ink is flaking. The size does not penetrate the parchment very readily, as it is itself derived from parchment.

Certain special problems are encountered in work with parchment documents. For instance, they are often in the form of long rolls, consisting of membranes sewn end to end. These membranes must be carefully numbered, separated, and then, after repair, sewn together again (in the same holes). A wooden roller incased in linen is usually joined to the first membrane, for convenience in rolling up the document, and a limp piece of linen-buckram is sewn to the last membrane as a protection against dust and further damage. Many documents brought in for repair, such as Chancery Proceedings, are on usually large skins of parchment, too large even to put in the largest press. These are repaired on the special rubber covered table described above, and after repair they are kept flat in large straw-board cases which occupy the shelves of steel bins or cupboards. Coloured maps on parchment, not infrequently encountered, are usually backed with linen and mounted on boards, although very large documents of this sort must of necessity be rolled.

Mr. Anderson and Mr. Swain, of the repairing department, have worked out under Mr. Jenkinson's<sup>5</sup> direction a procedure for the repairing, moulding, and casting of seals, based on experimentation and incorporating certain practices of European archivists. It has proved eminently satisfactory. In the past few years this section of the repairing department has steadily grown in importance. Its principal function is to repair seals and documents to which seals are attached, but many other duties also devolve upon it. Not the least important of these is the making of plaster casts of seals for the purpose of photography (the casts, of a special yellow colour,

<sup>5</sup> Hilary Jenkinson, "Some Notes on the Preservation, Moulding and Casting of Seals", *Antiquaries Journal* (Society of Antiquaries of London), IV, 388-403.

<sup>6</sup> Le Baron Harald Fleetwood, *Moulage et conservation des sceaux du moyen age* (Riksarkivet, Stockholm, 1923).

photograph better than the seals themselves), for exhibition, or for comparison or identification. Also, whenever a particularly fine or rare seal is encountered in the ordinary course of work at the Public Record Office, it is customary to send it down to the seal department to have a plaster mould made for purposes of permanent record, in case the seal should ever be lost or a copy of it should be desired. Since documents with seals require particular care, another duty of the seal department is to construct special cases or portfolios or boxes to furnish the desired protection. In some cases the seals are simply wrapped in a padding of cotton wool inclosed in greased paper, then tied into a pasteboard box; in others, they are left unwrapped but kept from injury by placing the documents to which they are affixed in shallow wooden trays, one on top of another, with wooden strips underneath to prevent sliding. Every document is a law unto itself, despite the endeavour of the office to keep to certain standardized forms of storage for certain classes of documents. Every so often a document comes along for repair which because of extraordinary size or unusual character requires a special kind of container. This is to be expected in work with manuscripts.

The wax used for seal repair at the Public Record Office is as similar as possible to that used in early days for making the original seals. It is made by the men as needed in their work and consists simply of pure white beeswax and powdered resin, melted down together. The natural light brown colour is retained in most cases, although different colours may be obtained if desired by the addition of various substances, such as verdigris for green, ochre for red, etc. In no case, however, is any attempt made to match the colour of the seal, to fill out the missing portions of the design, or to disguise the repair in any way.

Sometimes the original silken braided cord to which the seal was attached is broken or almost completely destroyed. After patient practice the men in the seal department have discovered the manner in which the braiding was done, and they can, when occasion demands, repair cords which have been damaged.

In the repair of the larger seals, especially when they are broken into several pieces or badly cracked, it is often necessary to insert steel pins into the body of the seal to hold the pieces together, as the new wax alone is not of sufficient strength. In most cases, however, whether the seal is large or small, the method is simply to fill the cracks and supply missing portions with melted or very soft wax. The cleaning and polishing of the seal is almost as important as the

actual repair, since the mixture used (white beeswax and turpentine dissolved in benzol) serves to restore to the old wax some of the life which it has lost in the course of the centuries and prevents brittleness or flakiness.

The restoration and repair of damaged volumes in the archives of the Public Record Office is in the charge of Mr. T. E. Hassell, Jr., a sound and able craftsman and a real expert in the restoration of old bindings to their original style. As in all branches of repairing at the Public Record Office, insistence is made in the bindery upon the use of materials which have the combined qualities of strength, extreme durability, and freedom from injurious chemicals and acids. Thus natural tanned skins—calf,\* pig, and goat—and vellums have been designated as the materials to be used in binding or rebinding. A note of exactly what has been done in the way of new sewing, repairing, and re-covering, is placed on the flyleaf of the volume so that original portions of the binding may be immediately identified.

There are approximately 140 strong rooms, of varying size, for the storage of documents in the Public Record Office. The shelving uprights are of steel and the actual shelves are of slate, though these last are being gradually replaced with teakwood (in the form of battens fastened with brass screws to three crosspieces). The space at the backs of the shelves is filled with tinned wire (not galvanized), which is painted with the rest of the metal work. Most of the rooms are divided into two levels with a connecting stairway, thus doubling their capacity. The great problem is proper ventilation, especially when the weather is wet, as the opening of the outside windows is the only means of freshening the air. Atmospheric readings are taken every morning, inside the office and out, to determine the humidity, and if it is not too great the windows are opened. Even so, the growth of mildew on parchment documents is of frequent occurrence and is checked only by wiping them with a cloth saturated in thymol. A move toward better ventilation has been made by cutting a series of holes through the walls, along the same level, and forcing air through by means of an electric fan at one end and permitting it to circulate and escape through other holes at different levels. This plan has been quite satisfactory. The soot and grime of the London atmosphere penetrates the strong rooms, settling so

\* A new leather called "Hermitage calf", manufactured by G. W. Russell & Sons, Hitchin, Hertfordshire, is particularly favoured because in its manufacture modern injurious processes of tanning have been discarded in favour of the ancient methods, in the hope that it will prove to be as durable as the calf used for binding in the fifteenth and sixteenth centuries, most of which is still in good condition.

heavily on documents (particularly those not often used or brought out) that it is a constant problem to cope with it. A suction cleaning apparatus, which by means of a long pipe may be connected at various places and carried into the furthestmost corner of any strong-room, is the solution. This only removes surface dirt, and by the time the complete circuit of the strong rooms is made, the first ones cleaned are needing attention again, but it is at least an attempt to combat the difficulty. Another endless process is the clearing out, repainting, and in some cases remodeling of the strong rooms, one by one. Mr. Jenkinson has set aside one of the strong rooms as a "safe-room" for the storage of items of especial rarity and value or of an extraordinary character, such as ancient Exchequer tallies (notched wooden shafts once used as receipts for payments into the national Exchequer), fine seals and bindings, and a huge document containing the signatures of all the soldiers in Cromwell's army. Maps and plans are segregated in another special room designed for their safekeeping.

The three public reading rooms in the Public Record Office are termed the literary, government, and legal search rooms. The literary search room, familiarly called the "round room" from its style of architecture, is the general reading room.

A museum occupies the site of the former Rolls Chapel, known originally as the Chapel of the House of the Converts, which was founded by Henry III in 1232 for the reception of Jews who had embraced the Christian faith. In 1377 the House of the Converts was assigned to the keeper of the Rolls of Chancery and his successors, and it remained in their possession until 1837, when it was surrendered to the crown. The Public Record Office was built adjacent to the chapel, the first block being completed in 1836. In 1895 the chapel was pulled down, but several interesting remains, including three large monuments and three memorial tablets were incorporated in the walls of the museum built on the site. The star exhibit in the museum is without doubt the Domesday Book, the two-volume manuscript compilation of returns from a general survey of England made by order of William the Conqueror in 1086.

Since the Public Record Office is the central archive repository in England, it is natural that it should be a model for many local organizations concerned with the preservation of records. Advice as to methods of administration and care of documents has always been freely given, and since the organization of the British Records Association this dissemination of information has been rendered

more effective and widespread. Repair of damaged documents is readily undertaken upon request, the repairers being commissioned to do the work outside of office hours. If local bodies desire to establish their own repairing department, arrangements can be made to send a representative to receive necessary elementary instruction at the Public Record Office. Among the many institutions which have benefited from this policy the following are cited which were personally visited:

1. Hoare's Bank, the oldest established private bank in London (still in the hands of the family who founded it in 1672), has a fine series of ledgers and letter books, dating back to the beginnings of the bank. Many of these manuscript volumes which were in a damaged condition have been repaired at the Public Record Office.

2. The Society for the Propagation of the Gospel, missionary organization of the Church of England, has preserved, since its foundation in 1701, a great mass of records and correspondence dealing with its work in all parts of the world. Until 1935 these records were practically inaccessible to students, being housed in a small, dark strong-room measuring only nineteen feet by twelve. There was no place available where research could be conducted. It was only after a generous grant had been made by the Pilgrim Trust (founded in 1930 by Mr. Edward Harkness, an American citizen, for the advancement of science, the preservation of ancient buildings, and other similar objects in Great Britain) that it was possible to endow a staff, under John W. Lydekker, archivist and provide for an archives room. The assistant to the archivist, Miss Thompson, paid several visits to the Public Record Office to gain a working knowledge of the simpler types of manuscript repair and set up a small workroom to deal with damaged documents in the society's collections.

3. The Hudson's Bay Company in London has recently become cognizant of the value of its original records and has taken precautions to insure their proper safekeeping and availability to students. Mr. Jenkinson of the Public Record Office was consulted in the matter of arrangement and other physical details, and a former foreman of repairs in the same office, Mr. Byerley, was commissioned to repair and rebind all material which was in bad condition. The earliest and most valuable items, including the original charter granted to the company in 1670, are kept in a modern vault, while the remainder of the records comprising ships' logs, letter books, and loose correspondence dealing with the company's far flung acti-

vities in Canada, are stored on steel shelves in the main archives room. The geographical classification of the records deserves mention. The key to the whole collection is a large map of Canada on which are indicated all the widely scattered trading posts and headquarters of the company, each named on a little tab and given a number. Each number refers to the pressmark of manuscripts relating to that particular post and indicates the slip-catalogue in which detailed descriptions of the manuscripts may be found. The manuscripts themselves are divided into four large groups lettered A, B, C and D; for example, A signifies manuscripts before a certain date, including all those in the safety vault, B signifies shipping records, etc. Each of these divisions has its own slip-catalogue, which is accessible to readers. Mr. Leveson-Gower is the archivist in charge.

4. There is housed in the London Guildhall a marvellous series of city records, almost unbroken in sequence since the twelfth century. The binder on the staff learned many of his repair methods at the Public Record Office. The strong-rooms, of modern construction, are lined with the latest type of steel shelving. An empty space is always left at the bottom in case of flooding. One room is set aside for some of the most valuable records, such as reports of meetings of the aldermen and council, Hustings Rolls (proceedings of a court of registry for land transfers), etc. All loose documents are placed in paper folders and boxed. The bulk of documents in the Guildhall is so great that they cannot all be listed or catalogued in detail. The very earliest are printed; some of the series, such as the Hustings Rolls, have a typed index to personal names; but most of them are only roughly listed or described, being gradually taken up in more detail as time allows.

#### BRITISH MUSEUM (LONDON).

The repairing establishment in the British Museum, in the charge of Mr. C. T. Lamacraft, is not as extensive as the one in the Public Record Office. From random observation of certain samples of repair work in the Department of Manuscripts, it would appear that a coarse-meshed silk gauze (called white malines) and a wove paper similar to Japanese paper are largely used in paper repair, while new parchment serves as reinforcement for damaged manuscripts on parchment. Mounting between glass is deemed the best treatment for papyrus.



The Codex Sinaiticus, famous Biblical manuscript for which the British Museum recently paid the Soviet government the fabulous sum of £100,000, was sadly in need of repair when brought to England. It was in an old tin box, wrapped in cotton wool, its pages torn and crumpled, and many of them loose. The delicate task of restoration was finally entrusted to Mr. Douglas Cockerell, who immediately set to work to determine the binding which would be most durable and at the same time most appropriate to the manuscript. The final choice was oak boards with a white morocco back. All the materials used, linen for guarding, thread for sewing, vellum for mending, and the leather, were specially made and, as far as possible, tested. Mr. Cockerell set up a shop in the Museum for the sole purpose of doing this work. The most interesting piece of apparatus he had was his frame for stretching and flattening the parchment leaves of the Codex, which of course had to be separated and repaired individually. It was a simple arrangement of strings on wooden uprights, some crisscrossed to form the bed of the frame and others fastened to padded steel clips and weighted at the other end. With this apparatus, damp felts were suspended above and below each parchment leaf in turn, while it was being pulled evenly in every direction by the clips and weights. There was no actual contact between the damp felts and the manuscript, hence no risk of causing the ink to run. A similar stretching frame is also used by Dr. G. Herbert Fowler, who is in charge of the Bedfordshire Record Office.

Mr. Cockerell maintains a bindery and repair shop at his home in Letchworth, Hertfordshire, which was later visited. For rebinding old manuscript volumes Mr. Cockerell specially recommends half-vellum with marbled boards and vellum tipped corners, which has the combined virtues of cheapness and strength. For repairing paper leaves, he uses extensively a wove paper manufactured by J. Barcham Green and Sons, Hayle Mill, Maidstone. Mr. Cockerell and his sons have evolved through experiment a variety of marbled paper (used for the ends and sides of books) which is well known in the book-binding trade for its beauty and utility. In their method, specially prepared ink colour is floated on the surface of a trough size (made from Carrageen moss) and combed into patterns, which are picked up on paper by laying a prepared sheet on top of the colour.

#### COUNTY ARCHIVES (BEDFORDSHIRE).

Special arrangements have been made in many English counties for the preservation and care of local archives. New and better

buildings have been erected, more adequate facilities for searchers have been provided, and scientific methods of storage and repair have been instituted. Bedfordshire may be said to have led the way, as it was the first county to form a local record office (in 1914), as distinct from the occasional collections of libraries and private societies. The reputation of the office is entirely the result of the pioneer efforts of Dr. G. Herbert Fowler, who, as chairman of the County Records Committee and honorary director from 1912 to the present time, has tried to carry out (so far as this was possible without the authority of the state) the recommendations of the Local Records Committee of 1902 and the Royal Commission on Public and Local Records of 1914-1919, long before most local authorities had begun to consider the matter.

During the writer's stay in London he paid a visit to Dr. Fowler's home in Aspley Guise, Bedfordshire, and subsequently to the County Record Office in Bedford. The little workshop which Dr. Fowler has fitted up in the attic of his home is very interesting. All the necessary equipment for the repair of manuscripts is there: work-benches (covered with white oilcloth), presses, a stretching frame for large parchment document (an adaptation of Mr. Douglas Cockerell's device), lines for hanging up sized documents to dry, a Bunsen burner for heating wax and knives used in seal repairing—in fact, a complete repairing department in miniature. The situation under the eaves is very pleasant and the light is good. Dr. Fowler, with the aid of an assistant whom he has trained, does a good deal of repairing of private documents here, also some of the official records, though most of the latter are attended to in a repairing room annexed to the County Record Office at Bedford.

Dr. Fowler's methods of repair are very similar to those used at the Public Record Office, although he is constantly making experiments in advanced technique. Among other things he has investigated the possibilities of artificial parchment (paper treated with strong sulphuric acid) and the use of a solution of shellac for binding the fibres of rotted paper before sizing or repairing it and for fixing the flaking surface of parchment. He has conducted tests of different kinds of paste to determine which has the most adhesive power (concluding that Canadian hard wheat flour and water make a better, stronger paste than starch, corn flour, Carrageen moss, or combinations thereof). For ink reviving Dr. Fowler prefers a fifty per cent solution of ammonium sulphide in distilled water, which he neutralizes after application with ordinary limewater.

The muniment rooms in Bedford are a fine example of efficient utilization of a small space. There are only three small rooms in the Shire Hall, one above the other (connected by a winding staircase), set aside for the Record Office, but careful planning and ingenuity have worked wonders. The lowest room is entirely devoted to storage, the floor space being taken up with sliding steel stacks on rails. On the second floor in addition to more shelves for storage, are located working quarters for one member of the staff, who is usually engaged in sorting and accessioning. The topmost room contains even more shelves and ingenious cupboards, a few tables and other facilities for readers, and the desk occupied by Mr. Emmison, clerk of records. With the constant influx of new acquisitions, it will soon be impossible to devise further means to overcome the handicap of lack of space. Negotiations are already under way, however, for the purchase of the building adjacent to the Shire Hall, which if carried through will provide for additional space for the county muniment.

The repair room now used is in the basement, some distance removed from the muniment rooms, and the equipment is of the simplest, but it is sufficient to take care of all necessary repairing. The light is none too good and the table used as a workbench is much too low for comfort, but these are minor disadvantages. The clerk of records and his junior assistant have been trained in manuscript repairing by Dr. Fowler. They work at it only when other tasks are not too pressing.

#### COUNTY ARCHIVES (SUFFOLK).

Mr. Leonard Chubb, formerly of the Department of Manuscripts in the Birmingham Free Library, has for the past five years been in-charge of the Suffolk archives, which are housed in the Central Library in Ipswich. He has done wonders in the way of organization and arrangement, and has begun a loose leaf slip-calendar of the records, describing each document fully on a separate slip, in chronological order. Persons and places mentioned and seals affixed to these documents are indexed on cards. The overcrowded strong-room, in the basement of the library, is a vault with neither air nor light. Ventilation of a sort is obtained by leaving the heavy steel door open during the day, and for light an electrical connection on a long cord must be carried in from an adjoining room. Necessary repairs are sent to the Public Record Office,

## COUNTY ARCHIVES (NORFOLK).

Mr. George V. R. Hayward, the city librarian, is in charge of the archive repositories at Norwich. The records of the corporation (city) and of the county are kept separately, the former in an old Norman castle now partly used as a museum, and the latter in the Public Library (as at Ipswich). A new building is planned for the library, and when it is finished the corporation records will also be housed therein and will be more available for research students. The county records comprise, in addition to the usual land paper—deeds, transfers, etc.—correspondence and diaries of former prominent residents of Norwich, old maps (mounted uniformly), and a valuable collection of local photographs. The calendared documents are kept loosely in leather-board boxes which stand upright on the steel shelves. The present strong-room, in the basement of the library, is kept at a uniform temperature of 60°F. by pipes laid around the walls. The light is electric. There is a card catalogue of the archives available to readers on request.

## UNIVERSITY LIBRARY (OXFORD).

The Bodleian Library was the objective of a visit made to Oxford on April 5, 1936. Methods of manuscript storage and repair were, of course, of primary interest. The first was studied as thoroughly as a short stay permitted, during a tour of the manuscript rooms; and the second was discussed in some detail with Mr. Wilmot, who is in charge of binding and repairs. There are apparently about seven people on Mr. Wilmot's staff. Working quarters are very small and crowded. While there was no opportunity to watch closely the repairers at work, the general impression gained was that the average repairing done at the Public Record Office is on the whole superior to that at the Bodleian. For instance, fragile vellum documents at the Bodleian are not strengthened by backing with new vellum but are simply covered with silk gauze and resized. Much of Mr. Wilmot's time seems to be occupied with the restoration of old bindings. No seal repair has been done, owing to the fact that fire of any kind (necessary for heating wax, etc.) is prohibited inside the library buildings. In fact, when glue has to be melted or sealing wax affixed to a letter, it is necessary to go to a stokehole in an adjoining building.

The photographic facilities at the Bodleian were also inspected. In one end of one of the reading rooms, set aside for photographer,

are located a photostat machine, Leica apparatus, and other paraphernalia. There is a great deal too much light from the large windows in the room and the photographer has difficulty in keeping it out of the photostat machine, in spite of heavy draping. There is no dark room at hand, which means that the developing has to be done elsewhere. The photographer in charge is on the staff of the Oxford University Press.

Ultra-violet apparatus is available to readers at the Bodleian who experience difficulty with stained or indistinct writing on manuscripts. A mercury-vapour arc lamp has been installed in a tiny room formed by the recess in an unused doorway. It is enclosed in a wooden cabinet. The tilting bracket of the lamp has been attached to a chain which hangs from above. A table and chair are supplied. There is a door to this cubby hole observation room which can be closed to provide comparative darkness, but it shuts out air as well, so that one cannot work for very long periods without suffering physical discomfort. A member of the staff must be present when a reader is using the lamp.

#### UNIVERSITY LIBRARIES (CAMBRIDGE).

The Cambridge University Library impressed the writer tremendously with its modern architecture, well planned surroundings, and beautifully up-to-date equipment. Here airiness, light, and spotlessness prevailed, doubly welcome after the stuffiness, semi-darkness, and grime often encountered in older English buildings. Steel bookshelves, numerous elevators, comfortable chairs for readers, and all the other amenities of library construction have been incorporated. Reading rooms, stacks, catalogue rooms, offices, periodical and map rooms, and bindery were included in the tour. The manuscript collections here are not so extensive as at the Bodleian and consequently the question of manuscript repair has not been seriously encountered. The bindery is only a small one, engaged chiefly in the repair of bindings, all job binding is sent outside.

Visits were also paid to two or three of the college libraries in Cambridge, including Trinity, St. Johns, and Corpus Christi. At Corpus Christi a cursory examination was made not only of the fine collection of early manuscripts in the library but also of the college records, which date back to the founding of the college in the fourteenth century. Hitherto these records have been kept folded up, in bundles, and any which way, but Mr. Sanders, the bursar, has

assumed the task of putting them in order and storing them as best he can. He has secured the advice of Mr. Jenkinson, of the Public Record Office, with the result that numerous documents have been sent to the Record Office for repair. He endeavours, however, to deal with the majority of the documents himself, as in most cases all that is required is cleaning and flattening. The documents thus far arranged have been placed in manila envelopes and filled in steel cabinets. A card index is being made at the same time. Some particularly fine seals are attached to the early documents. The original silver matrix of the college seal is still in existence. It is oval in shape, about three inches long and an inch and a half wide. The design is cut on one side only; the other side is flat so that pressure can be applied to get an impression on the soft wax of the seal. Unfortunately, the quality of wax for sealing has sadly deteriorated since mediæval times; and, sad to say, this fine silver matrix has of late been subjected to the indignity of being pressed on papered wafer seals. Just recently, however, a steel replica of the matrix was made, for fear the original might be damaged.

#### NATIONAL LIBRARY OF WALES.

The Department of Manuscripts and Records of the National Library of Wales at Aberystwith has grown steadily in size and importance since the library was created in 1909. Many bequests and transfers of manuscripts relating to Wales have enriched the collection exceedingly and made its scope truly national, so that it now includes material reflecting every aspect of Welsh history and literature. The manuscript department occupies a large share of the fine new library building. The "manuscripts" (bound volumes, as distinguished here from "records"—deeds, documents, correspondence, and other loose papers) are shelved in a series of wooden "bays", each with beautiful, carved doors and wooden shelves within. There are at present some 15,000 manuscript volumes in the library. Central heating provides for the maintenance of approximately the same temperature in winter as in summer. The "record rooms" are on the floors above the manuscript "bays". Here the shelves are open, and the documents, about 150,000 in number, are stored in various types of leatherboard boxes. Ecclesiastical records are kept in separate rooms. Various calendars, schedules, and lists are available to students. The printed book stacks are of modern all steel construction.

The most remarkable accomplishment of the repair staff at the National Library of Wales consists in the splitting of paper documents. To elucidate: When a fragile or damaged paper document contains writing on both sides of a single leaf, it is split into two sheets containing respectively the writing of the recto and verso, which are repaired and pasted back to back on a sheet of gauze or Japanese paper. At first thought this method seems extremely hazardous, but Mr. C. Hanson, the repairer at the National Library of Wales, has reduced it to a simple, everyday procedure. Even so, it should not be attempted by anyone except an expert. Mr. Hanson pastes a piece of cotton-linen on both sides of the manuscript, presses lightly till nearly dry, then pulls the two pieces of cloth apart, allowing half of the sheet of paper to adhere to each. Damaged portions are repaired with handmade rag paper, the two halves of the split sheet are pasted together again (silk gauze or Japanese paper being inserted in cases of extreme fragility), the pieces of linen are soaked off by brief immersion in hot water, and the document is finally resized. When there is writing on only one side of a leaf, the document is backed instead of being split, indeed, it should be added that splitting is by no means Mr. Hanson's sole method of paper repair. In some cases a document is split only partially, or sufficiently to repair the portion which is most damaged, such as a tattered edge. The technique of splitting paper is no doubt useful to know, but it should be employed only in extraordinary cases, when no other method seems suitable, because there is always involved a certain risk of damage to the document, no matter how skilled the repairer may be.

Among other examples of manuscript repair shown by Mr. Hanson were (1) parchment documents, repaired with new parchment and silk gauze and resized, (2) a manuscript on Sumatran bark, repaired with strips of similar wood obtained from Ceylon, and (3) certain charters and rolls belonging to the borough of Monmouth, for which special leather-covered containers had been devised.

Mr. Hanson's bindery and repair-shop is well lighted and admirably equipped. There are two rooms, with working space for three people, Mr. Hanson himself and his son and daughter who assist him. In addition to the usual presses and work tables, the equipment includes a guillotine cutter and a blocking machine (for lettering bindings, etc.). A more or less air-tight closet has been converted into a fuming chamber for books. The books are slightly opened, placed on their foreedges on a shelf, in such a position that formalin fumes from

a tin below may penetrate them, and thus left in the chamber for several hours.

A photographic department adjoins the repair shop. Two mercury-vapour ultra-violet lamps (called fluorescence cabinets) are available here for use by students in reading faded handwriting, etc. The windows are fitted with sliding wooden panels for the purpose of darkening the room when necessary.<sup>7</sup>

<sup>7</sup> For additional material on the subject of this article see such general works as C. Graham Botha, *Report of a Visit to Various Archive Centres in Europe, United States of America and Canada* (Pretoria, Government Printing and Stationery Office, 1921) and *Guide international des archives* (Paris, Institut International de Cooperation Intellectuel, 1914).

With reference to England see G. Higham Fowler, *The Care of County Muniments* (2nd ed. Westminster, The County Councils Association, 1918), W. Haslam, *The Library Handbook of Genuine Trade Secrets and Instructions for Cleaning, Repairing and Restoring Old Manuscripts, Engravings and Books, as Practised by the Experts* (London, W. & G. Foyle, Ltd., 1923); Hilary Jenkinson, *A Manual of Archive Administration* (Oxford, 1912), pp. 57-65; and "Some Notes on the Preservation, Moulding and Casting of Seals", *Antiquaries Journal* (Society of Antiquaries of London, 1924), iv, 188-203, and Charles Johnson, *The Care of Documents and Management of Archives* (London, Society for the Propagation of Christian Knowledge, 1919).



# ARCHIVES OF THE SEINE AND THE CITY OF PARIS

F. DE VAUX DE FOLETIER

*Chief Archivist of the Seine and the City of Paris*

NEXT in importance to the Archives Nationales, which is housed in two magnificent buildings joined together by gardens, *viz.*, Hotel de Soubise and Hotel de Rohan, is the Archives of the Seine. It is more modestly located in a building on Quai Henri IV, which was constructed towards the end of the 19th century and forms one of the principal centres of public archives in France. It is very important not only on account of its functions, since it serves as the archives of the capital, but also on account of the enormous mass of papers preserved therein. It is, however, one of the most incomplete because from the very start it has had large gaps and also because it sustained heavy losses 75 years after its foundation.

When the Archives of the Departments were created by the Law of 5 Brumaire of the Revolutionary Year 5 (26 November 1796) to receive the papers of the suppressed administrations of the Ancien Régime, the situation in the provinces was entirely different from that in Paris. In fact, the Archives Nationales, previously organised, had inherited not only the right to the papers of the central institutions of the State but also those of certain local institutions, and more especially those of Paris. Thus it is in the Archives Nationales that one should look for the deeds and papers belonging to the city administration, Chatelet Law Court and many other authorities such as the diocese of Paris, the abbeys and priories of the parisian region. This original arrangement was fortunate because it has preserved a number of archival collections, while the archives in the Departments have been totally destroyed.

What happened was that on 24 May during the disturbances caused by the Paris Commune the rioters set fire to the Hotel de Ville and a neighbouring building located at No. 4 Victoria Avenue where the archives of the Seine had been kept since 1860. It was thus that the papers particularly of the Seine Prefecture and several offices attached to it disappeared. In the same way were lost the principal collections of all documents relating to the civil condition preserved in France, such as the registers of baptism, marriage and burial kept in the parishes of Paris ranging from the middle of the 16th century to 31 December 1792 and the civil registers properly

so called dating from this period to 1859. The duplicates of most of these registers had been kept in the Palais de Justice, but that building also was burnt by the rioters.

A few years later, in 1878, the reorganized archives of the Seine found a home in Quai Henry IV. It possessed a two-fold character. It was at one and the same time the archives of the Department of Seine and that of the City of Paris. The truth is that in Paris the provincial and municipal administrations are for all practical purposes merged together and managed by the same officers, since the Hotel de Ville is the seat of the Prefecture and the Prefect of the Seine is virtually the Mayor of Paris.

The archives of the Department of Seine and of the City of Paris consist of the records of a number of defunct institutions of the old régime as well as of the Revolutionary period, and the archives of the still existing administrations of the Department and the City of Paris (General Council, Municipal Council, the Prefecture of Seine and attached officers). There are also to be found the records of such field agencies of the State as are located in the Department of Seine. (Thus while the Ministry of Finance deposits its records in the Archives Nationales, the offices dealing with direct taxes, registration, and estates of the Seine, etc., subordinate to that Ministry send their papers to the Archives at Quai Henri IV).

For the period preceding 1871 the archives suffered from a number of unfortunate gaps. However the files and the registers belonging to a number of administrations lying outside the Hotel de Ville which were saved from the incendiaries of the Commune, later enriched the Archives. It is in this way that the Tribunal of Commerce has been able to save some interesting collections of records going back to the 16th century, particularly over 6000 registers of the business houses of the 18th century, which furnish abundant materials for economic history. It is also in this way that the Estates Office has been able to collect together the documents which help to reconstruct the history of most of the public and private buildings in Paris. Included in the same collection are numerous bundles of public records, and the personal and family papers pertaining to the Emigrés and to persons dying intestate, all constituting a most varied documentation. For instance, I have picked up among the family papers of Boureau des Landes, Director of the India Company and the family papers of Moufle de La Tuilerie and de La Sone who were connected by marriage, the reports on the voyages to the Indies at the beginning of the 18th century, letters sent from Pondichery, documents relating to the

missions to India and Siam and some notes compiled for a history of India up to 1817.

The most extensive and most consulted of the series are those of the Civil Registry. For out of 9 million certificates of birth, marriage and death about 3 million could be reconstructed officially from diverse sources, thanks to the efforts, between 1872 and 1893, of a special Commission on Reconstruction. A supplementary reconstruction was undertaken during the last few years which, it is hoped, will yield as good results.

Finally, it must be pointed out that gifts and purchases have helped to build up a collection of documents of all kinds from the twelfth century to our times and continue from day to day to make additions to it.

Thus in spite of the severe losses it has suffered, the Archives of Seine yet continues to be an important mine of first-hand information for biographical or genealogical researches, for the study of institutions, public buildings and private houses in Paris and its environs, for the history of literature and art, and the social and economic history of Paris and the area round it.

One may also sometimes glean from it, as the examples cited just now bear out, valuable information relating to the history of other provinces, other countries and even of overseas territories.

## RAMSAY MUIR ON ARCHIVAL ORGANIZATION,<sup>1</sup> IN INDIA\*

THE treatment of the records in India is and must be organized primarily for the purpose of administrative use, not for the purpose of historical investigation ; and, as the British official records are all of modern date, I can imagine that there are few of them which may not at some time be needed for administrative purposes, *e.g.*, for the discussion or determination of some ancient claims or rights. Theoretically, I suppose, it would be possible to draw a more or less arbitrary line, by date, between the records which may be needed for administrative purposes, and those which are only likely to be needed for historical purposes. In other countries such a line is attempted to be drawn ; and experience seems to show that it may generally be drawn, though not in all departments, some sixty or seventy years back. The documents earlier than the date selected can then be treated, for historical purposes primarily, under the charge of a Public Record Office, while the latter documents can continue to be dealt with in the way most convenient for administrative reference. Such a Public Record Office would, of course, be arranged to suit the needs of historical students, with facilities for consultation and for transcription on the spot, and with convenient access to necessary books of reference, in a way that is not, and I imagine cannot, be imitated in the archive rooms of the various Indian secretariats. But it appears to me that this method, which contemplates that historical students will in considerable numbers and with great frequency resort to the organized record rooms, is inapplicable to India, and this for several reasons.

(1) The organization of properly-arranged record departments at each of the provincial headquarters would be very costly ; the transference of all the historical documents earlier than the date chosen, to Delhi or any other single centre might sometimes be administratively inconvenient if, as may occasionally happen, early records have to be referred to and would certainly be resented, and

\* Extract from a Demi-official letter, dated the 7th December, 1917, from Professor Ramsay Muir, M.A., to the Hon'ble Sir E. D. Maclagan, K.C.I.E., C.S.I., Secretary to the Government of India, Department of Education. Professor Ramsay Muir happened to be in India when the question of the organization of the Indian Historical Records Commission was under the consideration of the Government of India. The Government referred this question to him for his opinion and also sought his advice regarding the manner the old records in the Imperial Record Department should be kept. His views expressed in the letter reproduced in these pages were to a large extent responsible for shaping the policy of the Government in these matters.

I think rightly resented, by public opinion in the provinces. Even if this device were adopted large masses of very important material which at present lie in the archives of Native States or are owned by the families of those who were once ruling princes would remain unavailable for the purposes of the student.

(2) The number of historical scholars likely to be working at any one centre would, I think, even if historical investigation develops rapidly in India (of which there is at present very little prospect) be always too small to justify an elaborate and costly organization for this purpose alone. Moreover, in so far as the investigator was dealing with large historical questions of the first importance, and not merely doing the work of a local antiquary, it would be necessary for him to resort to a number of different collections. Thus any investigator of, *e.g.*, the conflict between the Marathas and the British from the time of Warren Hastings onward would have to see (a) the Bombay archives, (b) the Calcutta archives, (c) the Madras archives at some points, (d) the Maratha archives at Poona and also those at Satara, Gwalior, Indore, Baroda and possibly Kolhapur, (e) the Nizam's archives, and (f) the archives of Mysore—if his study was to be complete. But under the conditions of travel in India any such study must be out of the question. For in India it is not as it is in England, where a man can easily run up to London from Oxford, or Manchester, or Edinburgh to consult the archives even during the course of his ordinary work. It seems to follow from this that the conditions existing in India must make it impracticable for historians to make frequent or habitual use of the archives rooms for any other purpose than the study, on the one hand, merely of local antiquities, or, on the other hand, for the editing and transcription for publication of a particular set of archives. While, therefore, it is obviously necessary that the various archive collections of India should be properly stored and arranged, and should be catalogued or press-listed in a more systematic and uniform way than is at present done, so as to be readily accessible for any purpose for which they are required, whether administrative or historical, it seems to me that it would be a mistake to attempt to organize them for historical investigation in an elaborate way such as is possible in Europe. The needs of the historian, as I think, can be met, and ought to be met, in other ways of which I shall have something to say presently.

(3) Another characteristic feature of the British Indian records, which must materially affect the mode in which they are treated, is their extraordinary voluminousness. In all countries official records

become unmanagable from at least the 18th century onwards, [in England] they are already beginning to be unmanagable in the 16th century. I think it is fair to say that the archivists and the historians of Europe have not yet worked out in a satisfactory way the method of making what is really important in this vast mass available for the historical student. The best work in the handling of archives has undoubtedly been done for the mediaeval period, when the archives are not super-abundant. But it is useless to attempt for the Modern Age the methods which are appropriate for the Middle Age—the methods of the systematic calendaring, or even the printing in full, of practically all the documents of various types. In the Middle Age the most minute routine order of government may be valuable as indicating methods of administration, just because other material is so scanty ; and the number of such documents is sufficiently small to make a detailed treatment of them possible. In the Modern Age some different method must be found ; and this is especially true of India, where, I suppose, the production of official documents has been, ever since the time of Clive, going on with an abundance unparalleled in the administration of any other country.

(4) This has a direct bearing upon the question of the policy that ought to be adopted in regard to calendaring and press-listing. In my judgement any idea of the systematic calendaring of the whole mass of official documents or even of the main classes of them must be ruled out as altogether impossible. It would take far too long, and it would cost far more than it would be worth. On the other hand, there ought to be complete press-lists, as bald and brief as is compatible with the fulfilment of the purpose they are intended to serve, that is, making reference easy. Such press-lists are necessary for administrative purposes ; they would be useful also for historical purposes, however bald they might be—and baldness cannot go much further than it does, for example, in the press-lists issued by the Bombay Government. In Calcutta Mr. Scholfield has worked out a kind of press-list which gives much fuller information, so that it is almost a compromise between press-list and calendar. It provides a summary of the main contents of all important documents ; and, even as it stands, this kind of press-list would undeniably have some value for the historian, and even for the historian who was unable to refer to the originals. My first instinct was to think that this model should be generally followed with a view to making available to the historian some idea of the actual contents of the archives. But the method has some drawbacks ; and on the whole I am inclined to come to the conclusion that it would be better

to reduce the lists to a balder indication of the contents of the collections; (a) such lists must take a very long time to prepare; and the completion of the essential working-index of the collection is thus delayed. (b) In the majority of cases the historical student dare not accept at second hand a statement from a mere summary of a document; especially when, as must necessarily be the case, the summary is made by clerks who have had no historical training and therefore cannot be expected to be able to distinguish what is really important from what is unimportant.

(5) In dealing with the historical records of India I strongly feel that we ought not to limit our view to our own official archives. After all they are only a section of the material even for the British period; and the Imperial Government ought to have in view the history of India as a whole, and not merely of the British administrative system. There are vast stores of historical material of Indian origin still available which ought to be properly treated before they are lost, and it seems to me to be the duty of the Imperial Government to ensure, so far as possible, that the whole body of evidence for the history of India is properly safeguarded and is treated systematically on a sound plan. Now these Indian materials are, of course, in many languages. The Nizam's records, for example, are in Persian, the Poona records are in Marathi (and, what is worse, are in the unintelligible cursive script), the records of Ranjit Singh at Lahore are in Gurmukhi, and so forth. That is to say, these records, as they stand, are to a large extent unintelligible even to Indian students belonging to any other province than that in which they were written; and if the Indian student, not to speak of the English student, is to be able to compare these current series of records, and to utilize them for historical purposes, it seems essential that the most important of them should be not only published, but translated into English.

How can this big problem best be dealt with as a whole? I suggest that the best means would be the establishment of a permanent Historical Materials Commission, having its headquarters at Delhi. This Commission should include the officer in charge of the records in each of the British provinces, and also representatives from the principal Native States. Its chief executive officer should be a trained historian and archivist brought out from Europe—a man stronger (I venture to suggest) on the historical than on the archivist side; and he should work in close conjunction with the heads of the School of Oriental Studies, which I understand it is proposed to establish. The Commission should have a substantial fund out of which to defray the

cost of editing and publishing those historical materials with which it decided to deal. This fund should be provided by the Government of India. But there should be an arrangement whereby provincial Governments and Native States should be enabled to contribute towards the cost of handling their own archives. The duties of the Commission, as I conceive them, should be—

- (i) To supervise the treatment of archives in all the provinces of British India, and to draw up general rules on this head, which the Native States also might be willing to adopt, including a plan for the proper treatment of press-lists, for, the making of press-lists should be regarded as an essential part of the proper care of existing collections. The Commission should endeavour to hasten the complete cataloguing or press-listing of the archives on a uniform scale, not too full, which it should define.
- (ii) To determine what sets of documents from the British archives should be printed, either in full or in calendar; and to fix the sort of scale on which various types of documents should be treated for this purpose, and the relative importance of each group. It would thus avoid the totally unsystematic method in which the work that has been already done has been carried on.
- (iii) In the same way to make arrangements for the printing, in full or in calendar, and in all cases with English translations, of important series of Indian documents, whether these documents were under British control (like the Maratha documents of Poona and the Sikh documents of Lahore), or in the possession of Native States (like the Nizam's collection at Hyderabad, or the Bikaner archives); and in the latter case to arrange, if possible, that the cost should be defrayed by the Native States concerned.
- (iv) To select from among the historical teachers or graduates of the universities and colleges of India the men who should be asked to undertake the editing, and, where necessary, the translation of various series of archives. And since most of these men are at present quite untrained for this work, it would be especially the duty of the executive officer of the Commission to give them instruction and to bring their work under effective supervision and guidance. He would thus in effect train them in the methods of research, without withdrawing them from their ordinary occupations; and the



honoraria that would naturally be paid to them for the work which they did would justify the bodies whom they served in reducing, to some extent, the amount of ordinary teaching work which they were called upon to undertake. To this suggestion I attach the utmost importance, because it affords a means of giving a real training in historical methods to the teachers of history throughout India ; a training which would have the most direct and healthy influence upon the character and quality of all their teaching. I am sure you will agree with me in a view which is not solely mine but has been often expressed to me by many observers, Indian as well as European, that one of the gravest defects of the Indian mind is its lack of the historical sense. We shall never remedy this by compelling Indian students to learn by heart any number of half-crown text books: we can only do it by introducing the method and spirit of historical enquiry and criticism, and that must be done, in the first instance, among the teachers. The remedying of this defect seems to me to be of primary importance, not merely from an intellectual but from a political point of view ; if educated India is to attain full political sanity, it must be by training in criticism and in the evaluation of evidence.

- (v) I should add to the functions of the suggested Commission the duty of not merely dealing with existing collections of documents, but of providing scholarly texts of what one may call the historical manuscripts of India—the chronicles, narratives and so forth, and in this also they would have the opportunity of doing what the Asiatic Society of Bengal has done in a certain degree but never systematically—stimulating scientific and critical treatment of the historians in the past.

## MANUSCRIPT MATERIALS ON MODERN INDIAN HISTORY IN THE NATIONAL LIBRARY OF SCOTLAND

STUDENTS of modern Indian history are usually familiar with valuable records and historical manuscripts available in the Library of the Commonwealth Relations Office formerly India Office Library, the Public Record Office, London and the British Museum Library. There are also in existence several private archives and collections of correspondence of many well known British statesmen, civil administrators and naval and military officers who served in India or were otherwise connected with this country during the period of British rule. These semi-official and non-official sources help us to fill many gaps left by the official records and provide an objective understanding of the working of British administration in India. Such family records are unfortunately widely scattered though for some time efforts have been made to bring them together in libraries where they can be made available for investigation by scholars. The National Library of Scotland, formerly Advocates Library, Edinburgh, possesses a large number of manuscripts pertaining to modern Indian history.<sup>1</sup>

The most important among this collection are the *Melville Papers* which have found their way into this Library after their dispersal from the family archives of Henry Dundas, first Viscount Melville (1742-1811). Dundas played a very important role in shaping the policy of the Company's administration in India and for more than sixteen years, from the time of the establishment of the Board of Control in 1784, the management of Indian affairs was left in his hands. This collection in the Scottish National Library comprises private communications addressed to Dundas by Lord Cornwallis, Sir John Macpherson and Sir John Shore and copies of some letters from Dundas to Cornwallis and Shore. These papers not merely throw light on the political and administrative affairs of the Company, but also are of great value for presenting a clear picture of the economic changes which took place in India at the close of the 18th century. It is unfortunate that all the *Melville Papers* of Indian interest are not to be found at one place. They have been widely dispersed in many countries because of frequent changes of ownership.<sup>2</sup>

The second important collection of Indian interest in this Library is the correspondence of the Browns, chiefly that of Sir George

<sup>1</sup> Microfilm copies of all these manuscripts have been recently acquired by the National Archives of India.

<sup>2</sup> We hope to publish a detailed note on the Melville Papers in a forthcoming issue of *The Indian Archives*.

Brown, K.C.B., (1790-1865). Sir George was not himself directly connected with the Indian administration during his long military career but he was in frequent correspondence with his relations and friends who held appointments in this country. The letters written by these lesser-known men very often contain valuable evidence on Indian affairs.

Another group of papers bearing on Indian history is the correspondence of the famous Scottish Orientalist, Dr. John Leyden whose death in 1811 at the early age of thirty was a great loss to Asiatic studies.

The list reproduced below has been compiled by Mr. M. R. Dobie, Librarian of the National Library of Scotland and is being published by his kind permission.

*List of Manuscripts.*

- Ms. 12, ff. 187-90 (4 ff.). Melville Papers. Paper on the administration of justice in India, 1808-9.
- 971, (184 ff.). Letters of John Leyden, the Scottish Orientalist.
- 1041, ff. 115-18 (4 ff.). Melville Papers. Opinions on proposed importation of rice from India, 1810.
- 1060-7, 1070-4, (2343 ff.). Melville Papers.
1060. India.
- (i) Administration, defence, policy, and general, 1778-1815, n.d.
  - (ii) The Army, 1785-1811, 1828, Administration, etc., including the question of the relative rank of the Company's and King's officers.
  - (iii) Letters of George Smith, Member of the Bengal Council, 1785-91, to Dundas or his clerk, William Cabell, containing information and proposals regarding finance, trade, crops, China, and general matters.
1061. Dispatch of Cornwallis to Dundas, 1794, on the best mode of remodelling the Army in India.
1062. "Contents of Mr. Dundas's letters to the Marquis Wellesley . . . . Governor-General of India", 1798-1800. There is an alphabetical index of subjects at the end.
1063. "Bengal". Letter-book, containing copies of letters of the 2nd Lord Melville to the Governor-General of India, the

Governors of Madras and Bombay, and other officers and officials in India, 1807-12.

1064. India.

(i) Trade, 1787-1812, n.d. Many of the papers deal with cotton (including resolutions, etc., of cotton-spinners and drapers in Great Britain). There is also material about the renewal of the Company's Charter, private trading, and the proposed importation of Indian rice into England at the time of the dearth, 1800. The cases of individual merchants are included.

(ii) The debts of the Nawab of the Carnatic, 1794, 1808-10.

1065. "A Breviate of a selection of passages from the Company's records, concerning the Nabob of Arcot, the characters of his sons, and the attempts to set aside the succession settled by the Mogul's Phurmaund", n.d.

1066. Eastern shipping, 1786-1817, 1825, n.d. The Company's shipping (ship-building, sailings, personnel, victualling, cargoes, harbours, the supply of timber in the East); also dealings of the Royal Navy with the Company and other matters connected with Eastern waters.

1067. "Memorial, containing a plan for the naval defence of the British possessions in the East Indies by ships of India construction, to be built out of the revenues and supported by the Commerce of Asia," by J. Prinsep (? John Prinsep, Indian merchant), 1796, with copies of correspondence, 1771, 1789-96.

1070. The Cape Route to India.

(i) Canary Islands, 1797.

(ii) St. Helena, 1788-1812, n.d.

(iii) Cape of Good Hope, 1782-1810.

(iv) Mauritius and Bourbon, 1787-1812.

1071. The Near East. Routes to India by the Red Sea and overland, the possibilities of a French or Russian attack on India from the north-west, the missions of John Malcolm and Sir Harford Jones to Persia, and affairs in Greece, Turkey, Afghanistan, etc., 1790-1810, n.d.

1072. India, individuals. Civil servants and other civilians who have already served or lived in India, 1785-1823.

1073. India, individuals. Army, including King's officers.  
Persons who have already served in India, 1783-1828.
1074. India and the East India Co., individuals.
- (i) Persons, civil and military, seeking posts in India or intending to proceed there, not having been there before, 1782-1828.
  - (ii) Directors and other persons on or connected with the home establishment, 1784-1828.
- 1855-8, (1109 ff.). Correspondence of the Browns, chiefly of Sir George Brown, K.C.B., and of his nephews George, John, and Francis William Brown, sons of Peter Brown, residing at Linkwood, Elgin, all three of whom served in the Army in India.
1855. Letters from India.
- (i) Letters of Major John Brown, 2nd Madras N.I. (killed at Assaye), to Lieut.-General John Brown describing Wellesley's operations against the Rajah of Bullum, 1802, and Mahratta campaign, July, 1803.
  - (ii) Letters of Colonel Orlando Felix, on the Madras Staff, to Sir George Brown, on Indian, Madras, and personal affairs, 1843-57, n.d.
  - (iii) Letters of Major Alexander Robertson, Bengal Artillery (fatally wounded at Fatehgarh, 1857), grandson of George Brown, Provost of Elgin, to Sir George Brown, 1845-53, chiefly describing the 2nd Sikh War and Burmese War; with letters of Colonel Armine Mountain discussing the Sikh War, 1849, and criticizing Sir Charles Napier's *Defects, Civil and Military of the Indian Government*, 1853 and of Lieut. General Frederick Markham, on sport, 1849.
  - (iv) Letters of Lieut. George Brown, successively 7th Bengal N.I., Ramghur Light Infantry, and 10th Bengal Irregular Cavalry (d. 1847), to his family at Linkwood, Elgin, 1842-6, describing regimental life at Agra, Nimach, Delhi, Doranda, Chaibasa, Ferozepore, and Jullundur.
1856. Letters of Lieut. John Brown, 27th Bengal N.I. (d. 1854) to his family at Linkwood, and letters regarding his death, 1854-5. Although Lieut. Brown took part in no

fighting, his letters, written from Lahore, Ferozepore, Barrackpore, Benares, Ghazipur, and Agra, contain much matter about current events in India.

- 1857-8. Letters of Major Francis William Brown, successively 20th Bombay N.I., Jacob's Rifles, and Bombay Staff Corps, to his family, 1850-70. He took part in the occupation of Bushire, 1856-7, and in the operations against the Sawant rebels, 1858. Otherwise he was stationed at Satara, 1850-1, Sholapur, 1851-4, 1858, Belgaum, 1854-8, and other places in Bombay Presidency, at Jacobabad, 1858-61, and for a short time in 1864 at Ranchi, where he acted as civil magistrate. His letters relate to his own activities (including sport), current events, opinion in the Army, etc.
- 2231, (46 ff.). Journal of Captain (afterwards Lieut.-General Sir Frederick William Traill) Burroughs of the 93rd Regt., in India, Jan.-Sept., 1858, describing the March through Fatehgarh, Cawnpore, and Unao to Lucknow, with the capture of the Martinière and the Begum's Palace in Lucknow. Written in *Delaru's Improved Indelible Diary*, etc., London, 1855.
- 2257, ff. 21-59 (39 ff.) Letters, chiefly to the 1st Lord Melville, from Col. William Fullarton, on Indian regimental, and personal matters and the affairs of Col. Picton, 1783-1807; from and regarding Robert Haldane, with special reference to missionary enterprise in India, 1796-7; and from John Wauchope of Edmonstone, regarding Major-General Patrick Wauchope, 1807.
- 2420-1, (329 ff.). "Letters to India Governments" of Admiral Sir Thomas Cochrane, K.C.B., 1842-7, when he was on the East India Station.
- 2521, ff. 135-8 (4 ff.). Letter of Sir James Mackintosh dealing with Indian affairs, 1808.
- 2667, f. 195 (1 f.). Notes on the bottomry clause probably of the Public Act 7 Geo. I, c. 21, affecting voyages to the East Indies, 1721.
- 2842-54, (671 ff.). Correspondence of the Browns (see under MSS. 1855-8 above) on Indian affairs, 1842-58.
- 3116, ff. 55-140 (*passim*), 149 (87 ff.). Letters of and regarding an officer of the Madras Army, 1770-83.

- 3380-3, (454 ff.). Correspondence of John Leyden, the Scottish Orientalist.
3380. Miscellaneous correspondence containing material of Indian interest.
3382. Copy of a letter of Leyden, 1808, answering a charge of insolence brought against him as Magistrate of the 24 Parganas by Sir William Burroughs, a Judge of the Supreme Court, 'transcribed from the original sent by Dr. Leyden to Mrs. Raffles'. Summarized in *Bengal Past and Present*, 1936.
3383. Copies of letters and parts of letters of Leyden and notes of the contents of others, 1800-10, most of them written in the East. The original of some are in MS. 971 and MS. 3380. Not in order of date. They include Leyden's journals of his journey from Madras to Seringapatam with the Mysore Survey, 1804, and of his passage from Penang to Calcutta, 1806, besides long extracts from letters describing his journey down the West coast and voyage to Penang in 1805.
- 3385-8, (1278 ff.). Melville Papers. Letters written by Lord Cornwallis as Governor-General of India to Dundas, 1786-94 and copies of letters of Dundas to Cornwallis and his successors as Governor-General, 1786-99.
- Extracts from the correspondence of Cornwallis are printed by Charles Ross in his edition of *Cornwallis's Correspondence*, 2nd Edition, London, 1859, with some errors in transcription. The extensive portions not printed by Ross treat of all the affairs, civil and military, which are the subject of those retained by him, and of other matters, such as the advantages of station in and beyond the Bay of Bengal. The papers have also been used in A. Aspinall, *Cornwallis in Bengal*, Manchester, 1931.
3385. "Lord Cornwall: Letters to Mr. Dundas from 1786 to 1793". A list of contents is at f. ii. and the beginning of an unfinished index at f. iv.
3386. "Appendix to Lord Cornwallis's letters to Mr. Dundas", containing the documents sent by Cornwallis attached to letters in MS. 3385. They consist chiefly of copies of letters and reports addressed to Cornwallis by his subordinates, and include, for instance, a letter of

Captain Francis Light regarding Penang, 1788, and a long series of reports by magistrates on the administration of justice in criminal cases in their several districts, 1789-90. All letters bear a reference to the covering letter in MS. 3385.

3387. "Governor General." Copies of letters of Dundas to Cornwallis, 1786-92, Sir John Shore, 1793-7, and Lord Mornington, 1798-9. The book was not kept up and the last letter is unfinished.

3388. "Abstract of Lord Cornwallis's letters to Mr. Dundas", *i.e.* of the letters in MS. 3385, 1790-4.

Acc. 1869. 3 Vols. (737 ff.). Melville Papers. Letters and other papers of Sir Archibald Campbell, Governor of Madras, 1785-94.

Acc. 1965. Mackenzie Papers. Letters written from India—*Passim*.



# NEWS NOTES

## INDIA

### *National Archives of India*

As a result of the transfer of power to India in 1917 the office of the Crown Representative was abolished and the Residencies and Political Agencies were closed. The records of these defunct agencies started flowing into the National Archives of India in 1948. These accessions as well as the transfer of other records of the Political Department in large bodies have once again focussed the attention of the authorities on the problem of providing additional stacks area for properly housing the muniments.

The National Archives has recently bought a small lot of Persian manuscripts from Babu Girja Prasad Mathur of Aligarh. This family collection includes 64 *farmanas*, *parwanas* and *sanads* of the latter half of the 17th century and of the 18th century, a manuscript history of Aligarh and Mathura by Munshi Sundar Lal and a *roznamcha* (diary) of the Mathur family from 1792 to 1863. The Delhi Regional Records Survey Committee has also deposited in the National Archives some historical manuscripts in Persian, including *Wakayat-i-Kashmir*, dealing with history of Kashmir, 1735-1746, and the *Mukatabat-i-Allami*, a collection of letters of Abdul Fazl.

The preparation of a descriptive inventory of *China Papers* for 1839-50 and 1855 was taken up some time back. These papers relate to the second China war between Great Britain and China, popularly known as the Opium War. The listing and cataloguing of the records of the Survey of India (1780-1890) has also been started.

The preliminary work regarding the execution of the project for building up a repository of microfilm copies of foreign records of Indian interest was entrusted to the Research Branch in the beginning of the year. At present data is being collected regarding the location and contents of the depositories which possess such documents and the availability of microfilm facilities in this connection. It is very pleasant to report that foreign records offices and libraries have been most helpful and are supplying the information which would be of much use in the fulfilment of the scheme. It is proposed to publish regularly the results of these enquiries in the pages of this journal.

As regards the setting up of a Map Room much preparatory work has been done. The National Archives has collected valuable information regarding housing, storage, arrangement and classification of maps and charts from several foreign repositories and institutions interested in this field of archival work.

The Publication Programme of the National Archives has recorded appreciable progress in recent months. The arrangements for printing of *Indian Travels of Thevenot and Careri*, edited by the

Director of Archives and *Fort William-India House Correspondence* Volume V, edited by Dr. N. K. Sinha, have been finalized and the materials will be shortly sent to the press. The Honorary Editors of four other volumes of *Fort William-India House Correspondence* have submitted their work. The National Archives also plans to publish a small volume, entitled *Indian Historical Records Commission : A Retrospect, 1919-48*, on the occasion of the Silver Jubilee Session of the Commission to be held in December next in Delhi.

Dr. S. N. Sen, Director of Archives, visited Calcutta in March, 1948 to inspect the Central Government records in the custody of the Government of West Bengal. It came to his notice that there was a proposal to divide these records between the Governments of West Bengal and East Bengal. He apprized the Government of India of this alarming move and through the intervention of the Central Government was able to save these records from dismemberment. During his visit to Calcutta, Dr. Sen also inspected the manuscripts and books in the custody of the Royal Asiatic Society of Bengal and helped the Society to prepare a plan for their proper preservation.

The National Archives does not enjoy the benefit of an archival museum or an exhibition hall ; but some of its records are displayed for the public on suitable occasions. At the exhibition organized on the occasion of the Jaipur session of the Indian Historical Records Commission photographic copies of more than a hundred documents, a considerable portion of which relate to history of Jaipur in the 19th century, were exhibited. At the invitation of the organizers of the All-India Exhibition, held at Calcutta in February 1948, the National Archives of India sent a number of documents for display at the Newspapers and Periodicals Court. These exhibits present a vivid account of the origin and early growth of the Indian press. Among them were documents concerning the activities of Hickey, a notable pioneer in the field of Indian newspaper press, and some famous minutes of Macaulay and Metcalfe on the freedom of press.

#### *Indian Historical Records Commission*

The Indian Historical Records Commission held its 24th annual session at the Town Hall in Jaipur on 21 and 22 February, 1948. The meeting was inaugurated by His Highness the Maharaja of Jaipur. In the absence of Maulana Abul Kalam Azad, Minister for Education, Government of India, and *ex-officio* President of the Commission, Sir Shanti Swarup Bhatnagar, D.Sc., F.R.S., presided.

The President, in his opening address at the public meeting on February 21, made references to the death of Mahatma Gandhi, and the more personal losses to the Commission. He referred to the progressive work in the State of Jaipur and expressed the hope that the State would soon have a full-fledged records office. He was candid in admitting the failure of the Government of India to implement its

programme of archival development due to the political and other upheavals in the country.

With a short speech of welcome, the Maharaja then declared the session open. An historical exhibition, organized by the Jaipur Government, was opened by Sir V. T. Krishnamachari, Prime Minister of Jaipur.

Thirty-two papers were read and discussed at the public meeting.

On the morning of 22 February met the Research and Publication Committee of the Commission presided over by Sir Shanti Swarup Bhatnagar, *ex-officio* Chairman, and by Dewan Bahadur C. S. Srinivasachari, after the former left in the middle of the session owing to urgent business. The actions taken on the earlier resolutions of the Committee were reviewed (see *The Indian Archives*, 1947, Vol. 1, No. 3, pp. 238-242) by the Committee. Further, it recommended that suitable provision be made by the Government of India for prompt and satisfactory printing of the volumes under the Five-Year Publication Programme of the National Archives of India. The Committee also approved the appointment of Dr. A. C. Banerjee as an Honorary Editor under the Programme. The substance of the remaining resolutions passed by the Committee was: that all Regional Survey Committees should submit a five-year programme of work with estimates of expenditure by the end of May, 1948 before the Sub-Committee consisting of the five expert members of the Commission; that the membership and scope of activities of the West Bengal Regional Survey Committee be restricted to that part of Bengal which is within the Dominion of India, and that Assam should set up a Regional Survey Committee of its own; recommended that official records of Bengal should not be divided up between West Bengal and Eastern Pakistan so as to break the integrity of any series, but that copies should be made available to the party not having the original; that a collection be made, through the Regional Survey Committees, of a list of records, published and unpublished, bearing upon the national struggle for freedom; that the Government of India and the Mahatma Gandhi Memorial Committee be requested to transfer all original writings of Mahatma Gandhi and records relating to him to the custody of the National Archives of India for preservation; that the pre-1902 confidential records of both Central and Provincial Governments be thrown open for research under usual conditions; and that the Regional Survey Committees should publish short annual reports so that important documents brought to light by them might be brought to the notice of a wider public.

In the afternoon of 22 February was held the members' meeting of the Commission. The proceedings started with the passing of votes of condolence on the death of Sir Shafa'at Ahmad Khan and Dr M. H. Krishna. The recommendations of the 11th meeting of the Research and Publication Committee were then reviewed and approved, followed by a review of the action taken by the Govern-

ment of India on the "Post-War Development Scheme of Archives Offices in India". Further, the following resolutions among others were adopted:

That the Government of India be requested to provide as early as possible necessary staff and building for housing and working the machinery at the National Archives of India and suggests that top priority may be given to the construction of a new wing for housing the laboratory and installing the new machinery.

That a Committee be appointed with the Honourable Minister for Education as Chairman, Secretary of the Commission as Secretary and the five experts nominated by the Government of India as members to advise the Director of Archives about the disbursements of funds to learned societies for the preservation of purchased documents.

That in view of the high cost of living prevailing at Delhi, the proposed stipends for trainees in the National Archives of India should be adequately enhanced.

That the Editors of the records in oriental languages should be treated on the same basis as the editors of English records and that they should be entitled to the proposed honorarium.

That the Indian Historical Records Commission conduct its proceedings in the language that may be officially adopted by the Government of India. Pending the decision of the Government of India on the subject the present practice should continue.

That a special grant be made for filling up the gaps of the Parliamentary Papers Series now owned by the National Archives of India, as well as for purchase of future volumes.

That the administrative control of pre-1902 records which were in the custody of late British Residencies should be transferred to the National Archives of India.

That the books, manuscripts, etc., in the possession of India Office should be brought to India and deposited in the National Archives of India.

That the provincial Governments in the Dominion of India should give adequate grants to historical research institutions in their provinces expressly for the preservation of the collection of manuscripts and historical documents in their possession.

The Commission also considered the letter addressed by Dr Solon J. Buck, Archivist of the United States, to Dr S. N. Sen soliciting his views on the proposal to establish a permanent international archives council, and Dr Sen's reply. It approved of the reply with the suggestion that of the five co-opted members on the Governing Body of the proposed international archives council, one should represent the "users" of archives.

The Commission unanimously elected Dr S. N. Sen as its representative on the Central Advisory Board of Archaeology.

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*Regional Survey Committees*

*Delhi.*—Sir Arthur Dean, C.I.E., M.C., of the Delhi Improvement Trust brought to the notice of the Delhi Regional Survey Committee a collection of Persian, Arabic and Turkish manuscripts in the possession of Shamsul Ulema Khwaja Hasan Nizami. The collection comprises 240 manuscript books on different subjects *e.g.*, history, religion, philosophy, chemistry, geography, mathematics, etc. The Committee found three of the manuscripts of particular interest *viz.*, (1) *Shahjahan-nama* by Bahadur Singh dated 1279 A.H. (1862 A.D.); (2) *Tawarikh-i-Sorath* by Ranchhorji, a history of Kathiawar, especially Junagadh, dated Sambat 1892 (1832 A.D.); and (3) a comprehensive account of the invasion of India by Ahmad Shah Abdali. The Committee arranged to have these three manuscripts transcribed, the transcriptions to be deposited in the Library of the National Archives of India.

*Kalahandi.*—The Regional Survey Committee for the Kalahandi State (in Orissa) reports the following work during 1947 in collaboration with the Archaeological Department of the State. The Committee acquired some old records in Hindi relating to the Naga royal family of Chhotanagpur, of which the ruling Naga dynasty of Kalahandi is a branch. The Committee also studied 21 palm-leaf manuscripts written in old Oriya script, all relating to the history of the State. Besides these, the Committee examined some stone inscriptions, the period ranging from the 8th to the 12th century A.D. which throw much light on the earlier political and cultural history of the area comprising the Kalahandi State.

*Madras.*—The following report for 1946-47 was received early in 1948 from the Convener, Madras Regional Survey Committee:

"The Government of Madras, in the Education and Public Health Department, was requested in November 1945 to accord facilities for the members of the Madras Regional Survey Committee in bringing to light records in private custody, through the help of District and other officials, of the Zamin Offices, of Temple authorities and of the Hindu Religious Endowments Board. In December 1945 the Secretary to the Government of Madras called for reports from the President, Hindu Religious Endowments Board, and the Board of Revenue about the progress made in the classification, indexing, and preservation of old records of historical value in the custody of temples and mutts and zamins respectively. Further the Government called for a report from the Collector of Tinnevely (Tirunelveli) about the nature and value of the records in the possession of one Sankara Sastri of Sankaranainarkoil; but it is regretted that the attempt made to get at these records has not been fruitful; and inquiry showed that an attempt should be made to look into a large number of palm-leaf manuscripts in Sanskrit, Grantha and Devanagari characters, by persons authorised by Government to have access to them, in the presence of Sri S. Anantanarayana Aiyar, son of Mr. Sankara Sastri.

"A report from the President, Hindu Religious Endowments Board, Madras, made in March 1946 informed the Convener that information called for from all the important temples and zamins had been received only from 22 institutions. Thus the Ramnad Samasthanam has duly preserved an index of its records and the 25 copper plates of historical value in its possession. The Saranatha Perumal Temple at Tiruchirai (Tanjore District) is in possession of some stone inscriptions. The Kamakoti Pitam of Sri Sankaracharya Swami has 10 copper plates; it has classified the records and sent them for printing with an English translation. The temples in the Sivaganga Zamin state that they do not have records of historical value; and copies of their Stalapuranas are preserved in the Zamin Head Office.

"The Madras Government has assured the Committee that the Hindu Religious Endowments Board has been bestowing great care on the preservation, classification and indexing of old records of historical value in the archives of the Temples and Zamin Offices; and the Inspecting Officers of the Board have been circularised to see that these instructions are carefully carried out. An attempt was made successfully to preserve from destruction a good collection of manuscripts in Modi, Marathi, Telugu and Tamil scripts, of the days of the last Rajas of Tanjore, stored in the old *Sar-i-Khel* Office in the Tanjore Palace, and measures will be taken for their examination. In this connection Mr. J. M. Somasundaram, former Executive Officer of the Tanjore Temple and Mr. S. Gopalan, Hony. Secretary, Tanjore Maharajah Sarfoji Saraswathi Mahal Library, Tanjore, and the Collector of Tanjore are entitled to our gratitude.

"The President, Hindu Religious Endowments Board, further reported that copies of inscriptions of the Nelliappar Temple, Tinnevely and the Brahmapureswarar Temple in Nannilam Taluk, Tanjore District, have been sent to the Archaeological Department. Further, similar action was reported, in 1946, to have been taken in five temples including the two important ones of the Sri Ranganatha-swami Devasthanam, Srirangam, and the Kallapiran Temple at Srivaikuntam, Tinnevely District.

"The Board of Revenue reference dated 22 October 1946 and communicated by Government on 6 December 1946 is very gratifying, as it embodies a statement showing the progress made in their respective districts by the Collectors in the matter of the classification, indexing and preservation of old records of historical value in the archives of the principal zamins. The statement refers to the districts of North Arcot, Kistna, West Godavari, Salem, Tanjore, Tinnevely, Madura, Guntur, Vizagapatam, Trichinopoly, Ramnad, Chingleput, Coimbatore, East Godavari and South Arcot; and the following Zamin Offices have reported the preservation and listing and in some places classifying and indexing, of their respective records:

1. Kistna District: South Vallur, Devarakotta, Sooravaram Munagala, Muktiyala, and Lingagiri.

2. Tinnevely District: Uthumalai, Sivagiri, Ettyapuram and Athangarai.
3. Vizagapatam District: Kurupam, Vizianagram, Bobbili and Salur.
4. Trichinopoly District: Marungapuri and Kadavur.
5. Ramnad District: Sivaganga, Ramnad and Seitur; also, Sri Vaidyanatha Temple at Srivilliputtur.
6. Chingleput District: The records of the estates belonging to the Tirupati Devasthanam and the Wanapathi Estate are preserved in the head offices respectively at Tirupati and Wanapathi in Hyderabad. The records of Sri Viraraghavaswami Temple at Tiruvellore are with the head of the Ahobilapatam to which the temple belongs. Those of the Siva Temple at Tirupachchur are with the Trustees. The authorities of the Sri Bhashyakaraswami Temple at Sriperumbudur and the Alwar Temple at Tirumushia are being cared for. Those of the Sri Kandaswami Temple at Tiruporer, and the Sri Vedagiriswami Temple at Tirukazhukunram and Sri Boovarahaswami Devasthanam have been asked to preserve and classify their records.

"The Huzur Officer, Venkatagiri Samasthanam assures us that no record of importance has been destroyed, and that he would prepare a list of important selected documents in due course.

"The officers of the Tirumalai Tirupati Devasthanam and of the Zamins of Bangarupalaya and Pullicherlapalayam and the temples of Yedamari and at Paradarami have all been urged to preserve and classify their records. These are all situated in the Chittore District.

"The Government of Madras in their G.O. dated 20 February 1948 has very kindly arranged that instructions be issued to the persons in charge of the Zamin Offices to examine the lists already prepared by them and to prepare fresh lists of the records dealing with important events in the history of these zamins, their relations with the Nawabs of the Carnatic and the East India Company and succession lists of zamindars, as requested by the Convener. The Government requested the Board of Revenue to issue the necessary instruction to the Collectors and obtain and forward to them a consolidated list for transmission to the Committee. The Curator, Madras Record Office, and the Board of Revenue have recommended that the listing of records of religious establishments, temples, mosques and charitable institutions and family papers should be undertaken not by the persons in charge of those institutions, but by members of the Regional Survey Committee. The Government having agreed with these recommendations, its orders in the matter are expected early.

"Owing to the paucity of resources and to my having to work largely by myself, I have been able to collect only the following items of record material:

1. A Tamil Life of Sivaji.

2. Some family and official papers of the Tahisal (Tankṣal, *i.e.*, Mint Masters) of the Tanjore Maratha Raj, and a few of their Sanads.

3. The family papers of the Christian Courtiers of Pondicherry from the time of Lazare De Motta, the Dubash of François Martin, the Founder and First Governor of Pondicherry, André Muthayappa, his successor, and of Pedro Kanakaroya Mudaliyar, the rival and contemporary of the well-known diarist Ananda Ranga Pillai.

4. Two Tamil manuscripts concerning the history of the Carnatic in the 18th century preserved in the Archives of Paris, and being copies of manuscript accounts of the Chronicler Narayana Kone who wrote in the first decade of the 19th century and whose history is among the Mackenzie Collection of papers.

"An attempt at the discovery and acquisition of other family papers of importance has been recently made."

#### *Partitioning of Punjab Government Records*

On the eve of the transfer of power and the consequent division of the Punjab in mid August, 1947 it was decided to partition the contents of the Punjab Secretariat (Anarkali's Tomb) Record Office between the East and West Punjab provinces. The physical division of the records, however, could not be effected before the specified date on account of the disturbed conditions. The matter was, therefore, taken up by the Punjab Partition Committee towards the end of 1947. The Committee agreed upon the apportioning of a few items of the contents of the government archives of the United Punjab. The disputed items were further referred to the Arbitral Tribunal whereon the final award was given in March, 1948.

The division of the government archives between the East and West Punjab has been made on the principle of primary interest in the case of materials of special historical and cultural significance and fifty fifty basis in regard to books and relics of general interest. Moreover, the partitioning has been effected with a view to maintaining, as far as possible, the integrity of different series of papers and preserving their entity as a whole for purposes of research and official use. In the case of objects of general interest due consideration was given for the requirements of either province and in the spirit of mutual give and take the division of the historical assets was brought about without any damage to their intrinsic worth.

In accordance with the decision of the Punjab Partition Committee and the Arbitral Tribunal's award the East Punjab has been allocated:

- (a) The district records—original case files (*mislat*) relating to certain districts of the East Punjab.
- (b) A complete set of Punjab Government Gazettes (1857-1947).



- (c) The original 132 rolls of *Khalsa Durbar* Records.
- (d) Files relating to the work of the Punjab Regional Survey Committee for Historical Materials.
- (e) Half share of library books, paintings, original documents, pictures, prints, lithographs, weapons and seals exhibited in the historical museum attached to the Record Office.

Nearly 21,000 original case files (*mislats*) form the primary research material. They relate to the districts of Karnal, Ambala, Gurgaon and Simla. They have a bearing on the early growth and organisation of the British administration in the Cis-Sutlej region consequent on the extension of the dominion of the East India Company in Northern India.

The complete set of Punjab Government Gazettes (1857-1947) is indeed invaluable as the official record of the proceedings, notifications and orders of all the branches of government ever since the gazette was regularly started.

By far the most important collections of pre-British Persian records are the famous *Khalsa Durbar* Records which comprise over a quarter million loose sheets tied into rolls of various sizes. They form the official records of the secretariat, civil and military, under Maharaja Ranjit Singh and his successors. These papers were taken over in bulk by the British after the annexation of the Punjab in 1849 and were formally catalogued some seventy years later. On the lines of the Mughal system of keeping state records, papers relating to various departments during an official year are placed together in a bundle, two ends of which are protected by Kashmiri painted wooden case boards and the whole tied together with cotton strings.

The *Khalsa Durbar* Records cover a period of thirty-eight years of Sikh rule (e.g. 1811—March 1849 A.D.). In addition to ministerial details they contain orders issued to government officials and voluminous correspondence between Maharaja Ranjit Singh and the Ludhiana and Ambala Agencies of the British government. The Records are arranged under the following heads:—

- (i) *Daftar Fauj*—relating to the army.
- (ii) *Daftar Mal*—relating to the general revenues.
- (iii) *Daftar Toshakhana*—relating to royal wardrobe and the King's privy purse.
- (iv) *Daftar Jagirat*—relating to the Jagir accounts.

The English files pertaining to the work of the Regional Committee for the Survey of Historical Materials in the Punjab contain information about the activities of the Committee and particulars about individuals and institutions in possession of materials of historical and cultural significance which is likely to be of considerable help in the work of the newly organised Survey Committee in the East Punjab.

The half share of the library has yielded to the East Punjab some 500 rare books and government reports valuable for purposes of reference and research.

The pictures, prints, lithographs and paintings allotted to the East Punjab include over one hundred contemporary and unique sketches, portraits of Sikh, Hindu, Muslim and British personages connected with the history of the Punjab during the periods of Sikh sovereignty and British rule. The most outstanding among them are a coloured large sized painting of Maharaja Ranjit Singh in *darbar* along with all his principal counsellors, portraits of Maharaja Sher Singh, Maharaja Dalip Singh, Raja Lal Singh, Raja Gulab Singh, Raja Dina Nath, Ahmad Shah Abdali, Bahadur Shah, General Nicholson, Sir Lepel Griffin, Sir John Lawrence and other British and Indian notables. A full size painting of Raja Teja Singh, a contemporary photograph of Lord Gough on the battle field of Chillianwala and a drawing on silk depicting Maharaja Ranjit Singh and Raja Hira Singh riding in a palanquin are other remarkable acquisitions. There are 27 Mutiny prints, 17 sketches by Dunlop, five prints of the historic Kangra fort and a complete set of the prints of the First Sikh War (1845) in addition to numerous sketches of landmarks, rotographs of memorable treaties and *darbar* seals. The exhibits are an interesting assortment of original documents, letters, declarations and old arms and weapons of the Sikh times.

All these historical assets acquired by the East Punjab Government are being brought to the newly organized Record Office at Simla so that they can be used by research students.

## INTERNATIONAL

### *International Council on Archives.*

A reference was made in October 1947 issue of this Journal regarding the efforts made by some leading archivists for the establishment of an international archives organization. The circular letter issued by Dr. Solon J. Buck in 1946 aroused a good deal of enthusiasm for the establishment of the proposed body. The preliminary conference, sponsored by the United Nations Educational, Scientific and Cultural Organisation in this connection was held in Paris from June 9 to 11. The UNESCO issued invitations to a small number of prominent archivists and the Committee thus assembled consisted of Dr. Charles Samaran, Director of the National Archives of France, who was elected as Chairman ; Mr. Hilary Jenkinson, Deputy Keeper of Records (Great Britain), who was elected as Vice-Chairman ; Dr. Solon J. Buck, Chief of the Division of Manuscripts, Library of Congress ; Dr. D. P. M. Graswinckel, Director of the General Archives of the Netherlands ; Dr. Vaclav Husa, Councillor for the National Archives of Czechoslovakia ; Dr. E. Martin-Chabot of the Archives Nationales (Paris) ; Comm. Emilio Re, Director of the Archives of State, Italy ; Dr. Julio Jiminez Rueda, Director General, National Archives of Mexico ; Dr. Asgaut Steinnes, Director of the Royal Archives of Norway ; with two observers, Major Lester K. Born (Office

of "Military Government United States) present from Germany at request of Dr. Buck, and Miss P. Mander-Jones of the Mitchell Library, Sydney, Australia, invited by the UNESCO Secretariat. Dr. Herbert O. Brayer, State Archivist of Colorado, who had for some time served as Archives Consultant of the UNESCO was also present and acted as reporter for the meeting.

The proceedings of this Committee of Experts opened with a short speech by Dr. W. H. C. Laves, the Deputy Director-General of UNESCO. Immediately after that it took up the consideration of the proposal to set up an International Council on Archives and to draft its constitution. The Committee unanimously agreed to the establishment of the proposed body and its constitution was framed after three days of deliberations. The aims and objects of the new organization as given in the Constitution are:

- (1) To hold periodically an International Congress of Archivists;
- (2) To establish, maintain, and strengthen relations among archivists of all lands, and among all professional and other agencies or institutions concerned with the custody, organization or administration of archives, public or private, wheresoever located;
- (3) To promote all possible measures for the preservation, protection and defence against all hazards of the archival heritage of mankind, and to advance all aspects of the professional administration of archives by providing greater opportunities for the exchange of ideas and information on problems concerning archives;
- (4) To facilitate the use of archives and their more effective and impartial study by making their contents widely known, making reproductions more readily available, and encouraging greater freedom of access;
- (5) To promote, organize and co-ordinate all desirable international activities in the field of archival administration;
- (6) To co-operate with all organizations concerned with the documentation of human experience and the use of that documentation for the benefit of mankind.

There are to be three categories of members according to the draft constitution as finally adopted:

- (1) National or regional archival associations, *i.e.*, associations of institutions or persons interested professionally or otherwise in any aspect of the conservation or availability of archives. Such associations may become full members and will be entitled to send two delegates to each Congress. Associational membership on the Council for any one nation is limited to a single association. The Executive Board may admit to membership international regional associations notwithstanding the fact they include within their membership members of national associations already represented separately on the Council, but in any case no country will have more than three votes in the Constituent Assembly. Special provisions have been

made for those countries in which there are more than one association within the country or where no associations exist at all.

(2) *Institutional and Individual membership.*

This class is divided into two parts: first, archival institutions, *i.e.*, bodies charged with the care of archives of any kind, whether public, semi-public, private or ecclesiastical which are entitled to send representatives to the International Congresses and to the Constituent Assembly, but have no voting right; second, individuals who are professional archivists.

(3) *Honorary membership.*

It is, however, specifically provided that such honour will only be conferred on individual members of the Council distinguished for eminent services to the archival profession.

The Constitution also provides for the calling of an International Congress at least once in every five years. It also gives in outline the procedure for calling these sessions and the functions to be performed at such meetings.

The authoritative body of the organization is the *Constituent Assembly* composed of the officers of the Council, members of its Executive Board, honorary members of the Council and the delegates appointed by the associational members of the Council. Institutional and individual members may attend all meetings of the Assembly without having the right to vote.

The Officers of the International Council are the President, two Vice-Presidents (one from the Eastern Hemisphere and one from the Western Hemisphere) to be elected by the Constituent Assembly and the Secretary General and the Treasurer to be appointed by the Executive Board. The first bye-law passed by the Council provides for the appointment of two Deputy Secretaries, one from each hemisphere. The Constitution also provides for certain standing committees and professional committees *e.g.*, finance committee, committee on programmes and committee on admissions, to facilitate the work of the organization.

*The Executive Board* will carry on the work of the Council between the meetings of the Constituent Assembly. It will consist of the President, Vice-Presidents, Secretary-General, Treasurer and ten additional members elected by the Constituent Assembly from among the members who have served as delegates from associational or institutional members of the Council. No two of the ten elected members of the Executive Board are to be from the same country.

The Committee of Experts after having settled the draft constitution converted itself into the first Constituent Assembly formally to approve the constitution and elect office-bearers. Dr. Samaran (France) was elected the first President; Mr. Jenkinson (United Kingdom) and Dr. Buck (U.S.A.) were elected Vice-Presidents, Dr. Graswinckel (Netherlands), Treasurer and Dr. Brayer was elected as Secretary General,

## GREAT BRITAIN

*Public Record Office, London*

The 109th Report of the Deputy Keeper of Records presents a record of the good work done during 1947, in particular regarding the reorganization of the Public Record Office. Incidentally it is the first report by Mr. Hilary Jenkinson, the new Deputy Keeper.

Sir Cyril Flower retired from the position of Deputy Keeper on 31st March after a distinguished career in the service of archives lasting more than forty-four years. He came to the Public Record Office in 1903 after taking his degree at Oxford and but for a short break during the First World War he continued to serve the premier archival repository of the United Kingdom in various capacities. He became Secretary in October, 1926; Principal Assistant Keeper in November, 1935, and finally succeeded Mr. A. E. Stamp as Deputy Keeper in March, 1938.

On the administrative side of the Public Record Office, Sir Cyril did much valuable work during these long years, including the dispersal of the records during World War II to several places of safety and bringing them back to Chancery Lane after the war. On the editorial side his most notable achievement was the initiation of the series of *Curia Regis Roll*, eight volumes of which he completed between 1922 and 1938. He had also compiled materials for many other volumes before his retirement. The Public Record Office is to be congratulated on being able to retain Sir Cyril's services as Editor of this most important series. He has been the recipient of many honours for his meritorious services which included the conferment of Knighthood in 1946.

On retirement of Sir Cyril Flower certain important promotions have been made. Mr. D. L. Evans has become *Principal Assistant Keeper* and Mr. C.E.S. Drew has been promoted to the position of *Secretary and Establishment Officer*. A reorganization of the Record Office into new sections has been carried out. These are the *Secretariat and Establishment* Section; the Section of *Repository and Repairs* (including photography); that of the *Inspecting Officers*; the *Search Rooms*; the *Museum and Public Relations*; the *Editorial and Training* Section; the Section of *Office Printing*; and the *Library*.

Of special significance is, however, the organization of the *Editorial and Training* Section. The Assistant Keeper directing this Section is charged with the duties of rendering assistance to the Deputy Keeper "in the choice of material for publications, in the selection and supervision of Editors and Indexers for the work involved, and in the formulation of rules and schemes governing Editorial Method, together with the supervision of the training of probationer Assistant Keepers." Though this Section has its separate staff, it has been decided that all officers of the Department should undertake some editorial work as a part of their regular duties, which

include preparation of indexes, catalogues, lists and calendars and making of transcripts or full texts of records.

In this connection it would not be out of place to make a reference to the inauguration of the *Consultative Committee on Publications* during this year with the object of establishing liaison with the History Faculties of the Universities of Great Britain and Northern Ireland so that the Department would remain well posted with the trends of historical research and the needs of the students regarding records publications. The members of the Committee who attended the first meeting were nominated by the Vice-Chancellors of sixteen Universities and it met on 27 November, 1947. They discussed various questions including the preparation of descriptive lists in place of elaborate reproductions of records, the appointment of external Editors, liaison with Local Record-Publishing Societies, publication of documents not in the Public Record Office and the publication of a new *Guide to the Public Record Office* in sections, of which each would deal in narrative form with one or more of the groups of records in the custody of the Department. The meeting closed with the election of a Continuing Committee which would meet more frequently and the appointment of two small sub-committees to report on some problems in regard to the publication of Medieval and Post-Medieval records. The consultations held with the Consultative Committee have enabled the Public Record Office to formulate its publication schemes which will best serve the requirements of students of history. It has been decided to initiate a new series of publications of *Exchequer Enrolments*. The first volume will be in the shape of General Introduction to the whole body of records concerned. In the publication of Post-Medieval records the series of *State Papers* and the *Calendars of the State Papers Foreign* and *State Papers Colonial* are to be continued; but the bulk of the records is so great that it will soon be necessary to change this method to that of descriptive lists.

The probationer Assistant Keepers are now required to undergo a rigorous training before taking up their regular duties in the Department. During the first three months they are instructed in principles of archives administration, the history of the Public Record Office, the nature and arrangement of its contents, the administrative history illustrating the growth of public archives and reading of the handwriting and forms of records of all periods. For the remainder of the probationary period they spend part of their time in other sections of the Department, receiving training in the work of those sections. Every facility is afforded to them to develop special aptitude for any one particular type of work within the department; but at the same time it is intended that they should be properly equipped for duties in any section.

Among the records deposited during the year were Embassy and Consular Records from Guatemala (1918-25), Honolulu (1895-1944), Mexico (1883-1908), Guanajuato (1854-67) and Sweden (1932-37). A

large body of the records of the office of the Clerk of Assize for the Midland Circuit consisting of Depositions (1891-1925), Indictments (1891-1925) and Minute Books (1889-1924) have been transferred to the Department. The Privy Council Office has sent: Minutes (1670-1928), Plantation Books (1678-1806) and Entry Books, Irish Affairs Committee (1689-1691); and Orders in Council relating to Naval Affairs (1660-1674). From the Ministry of Supply have come the important Airframe Log Books of the Gloster-Whittle Jetpropelled Aircraft.

The Public Record Office has also recently received a gift of two boxes of Cornwallis papers from Lord Braybrooke. These documents are supplementary to those papers which were given by his predecessor in 1880.

The Museum of the Department continued to attract large numbers of visitors. It was closed at the end of the year for renovation and rearrangement of the exhibits. A new catalogue of the exhibits has also been prepared in the changed form. Some temporary exhibitions of records were also held on special occasions during the year, including a selection of records relating to A.D. 1547; documents of South African History, Journals of the House of Commons and the records of royal marriages.

A welcome departure from the old practice is that since 1921 the Deputy Keeper's report has been printed for the first time to make it easily available to students and libraries both in the United Kingdom and other countries.

### *British Records Association*

The fifteenth annual conference of the British Records Association was held in the Stock Room of the Stationers' Hall on 17 and 18 November, 1947. Its *Proceedings* which are now available in printed form vividly reflect the recent archival trends in Great Britain.

At the meeting of the Publication Section held on the morning of 17 November, Mr. Richard Stileman, Director, Messrs Butler and Tanner Ltd., read a paper on Printing in relation to the Publication of Records which was illustrated by technical exhibits. He gave the members a clear idea about the art of modern book-production in its different aspects particularly the printing of books with a limited edition. He explained that the major factor in determining the cost of such works was the cost of labour, i.e. in preparation of copy, composition, proof correcting, imposition and printing. He was of the opinion that collotype was the most suitable method for reproducing documents in small numbers. Mr. Russell, a paper merchant, was of the view that the use of art paper should be avoided for illustrations because of the high proportion of china clay in its composition which reduces its durability.

The afternoon session was devoted to the meeting of the Records Preservation Section when an animated discussion took place on the

subject of *Methods of co-operation between Local Organizations in the Preservation of Documents*. After the opening remarks of Mr. Hilary Jenkinson, the new Chairman of the Section, three papers were read describing what had been achieved in this respect in the counties of Lincolnshire, Staffordshire and Bedfordshire. Alderman J. W. F. Hill who spoke for Lincolnshire in concluding his address expressed the strong opposition of the local authorities to any suggestion that the local archives should be transferred to the custody of a central authority. He asserted that the local authorities were conscious of their duty in this respect and were quite capable of looking after their records as shown by the work done in Lincolnshire.

The scheme for co-operation between the newly constituted County Records Committee of Staffordshire and the William Salt Library was the theme of Mr. S. A. H. Burne's paper. The Library was founded in 1872 and lately for several years it has functioned as manorial repository for the County and as an unofficial record office. Under the new arrangement the Archivist of the County will also act as the resident librarian of the Salt Library. In the latter capacity it will be her duty to arrange for the preservation of family records which their owners might place in the Library in preference to the custody of a local authority. Miss J. Godber (Bedfordshire) tackled the subject from a different angle. She suggested the ways in which local societies should assist in arousing interest in both local history and preservation of local records, on which that history is based, by arranging frequent talks on the subject. Such lectures and organized visits to local record offices are bound to enlighten public opinion regarding the dependence of local history on records. A number of members participated in the lively discussion which followed the reading of papers. Mr. W. E. Tate drew the attention to the alarming conditions in which the records of many district and parish councils are still to be found and advocated legislation giving the custody of parochial records to the County Councils.

The second day's morning session was occupied by the meeting of the Technical Section of the Association. After the usual Business Meeting a discussion was held on *The Ideal Lay-out of a Records Repository*. Mr. F. G. Emmison, speaking first, pointed out that it was impossible to have new buildings these days and that the real problem was how to make the best use of the available accommodation for housing archives and their protection against loss by theft and fire. The advisability of adapting old gaols, workhouses and historic buildings for archival repositories figured prominently in the discussion. Mr. Slingsby regarded gaols quite suitable for the purpose because unauthorized persons would find it difficult to get into them. The provision of a separate search room in each depository was regarded as essential by Mr. Campbell Cooke because otherwise the record offices would be forced to admit students to the muniment rooms.



At the "Discussion Meeting of the Association" held in the afternoon of 18 November Mr. Hilary Jenkinson who had served as the Joint Honorary Secretary to the Association for fifteen years gave a review of the activities of the Association from 1932 to 1947. He outlined the events which preceded the formation of the Association and its growth and achievements during the period of its existence. Mr. Robert Somerville spoke on the future work of the Association in respect of preservation, custody and use of archives. He felt that the Association should work to remove ignorance and indifference about old records from the minds of individuals as well as authorities and make them "archives conscious" by means of education and publicity. This, Mr. Somerville felt, could be achieved by the personal influence and example of members of the Association. He also pleaded for the employment of trained archivists in records offices in the United Kingdom. Finally, he suggested the establishment of a co-operative records printing press run by records societies for the reproduction of manuscripts and printing other records publications.

The Conference was followed by the Fifteenth Annual General Meeting of the Association under the Chairmanship of the Right Honourable the Lord Greene, Master of the Rolls. Mr. Hilary Jenkinson and Miss Irene J. Churchill, the two Honorary Secretaries of the Association have retired after serving it for fifteen years since the date of its formation. To commemorate this first Joint Honorary Secretaryship the Association has instituted a *Churchill-Jenkinson Prize* to be awarded annually to the best student in the Archives Diploma Course of the School of Librarianship and Archives at the University College, London. Their retirement has also been marked by a slight change in the constitution of the Association. It has been decided to separate the work of the Secretary and Editor which had been jointly carried on so far by the two Honorary Secretaries by creating the office of an Honorary Editor. Mr. Robert Somerville and Mr. Roger Ellis were elected as Honorary Secretary and Honorary Editor respectively. The two elected positions of Vice-Presidents have been filled by Lord Wright and Dr. Solon J. Buck. Mr. R. L. Atkinson, Miss I. J. Churchill, Sir Cyril Flower, Colonel Lc Hardy, Professor Lc Patourel and Mr. W. E. Tate have been elected as members of the Council.

In his concluding address the Master of the Rolls, commending the work of the Association, made some general observations on the progress of various archival undertakings in the country. He noted with pleasure the inauguration of a Diploma Course in Archives in the University of London and a similar course at Liverpool University, both of which he believed owed their existence indirectly to the influence of the Association. Speaking about his own office he said that the time had come for the separation of his judicial functions which were very heavy from his administrative duties connected with the preservation of records.

*Historical Manuscripts Commission.*

This Historical Manuscripts Commission's latest publication, *Report on Manuscripts of R. R. Hastings of Ashby-de-la-Zouche, Volume IV, 1602-93*, edited by F. Bickley (London, His Majesty's Stationery Office, 1947) brings to a close the calendars of miscellaneous collections of papers. Among the important documents included in this volume are the papers of Sir John Davies, poet and attorney-general under Chichester, and John Bramhall, bishop of Derry and the primate of Ireland after the Restoration. These documents throw a flood of light on the religious and political history of Ireland during the seventeenth century. Some of Davies Manuscripts contain valuable information regarding Jacobean plantations in Ireland and Chichester's work to restore law and order there. Mr. Bickley's editing is very careful and the volume is provided with an adequate introduction.

*Annual Conference of the Library Association.*

The Annual Conference of the Library Association was held at Scarborough during the first week of May, 1948 under the presidency of Mr. Charles Nowell, the City Librarian of Manchester. In his presidential address Mr. Nowell expressed dissatisfaction with the inadequate progress made by the library service. He was of the opinion that local government boundaries should be rearranged to give larger library areas, capable of pooling books, staff and services. Among the advantages which he would expect from these new areas Mr. Nowell spoke of the possibility of increasing the number of specialist librarians and of widening the scope of the information services. The recruitment and training of staff was the subject of a group of lectures in which the work of recently established library schools was critically reviewed. In a paper on *Some Aspects of Microfilm Reproduction and Reading in British Libraries*, it was pointed out that microfilm having passed the experimental stage had become "an adjunct of normal library service".

The *Relation of the Library to the Community* provided the theme of an interesting discussion. The speakers laid special emphasis on the complementary role of the library in the country's educational services especially for the younger members of the community. It was, of course, felt that there were many handicaps to be overcome before the full potentialities of a public library can be realised.

*Society of Local Archivists.*

The Society came into existence in January, 1947 though some preliminary attempts were made to organize it in 1946. Originally it was intended to organize a local archivists' section within the British Records Association, but since the constitution of the Council did not permit the formation of such a group an independent body was set up. It, however, became from the very start an institutional

member of the British Records Association and it has representation on the Council of that body. The Society consists of practising archivists from the local bodies and records societies of England and Wales. Its membership is not confined to professional workers in the field ; honorary archivists are also admitted into its fold. The Society of Local Archivists is organized on regional basis with its headquarters in London. Its main objects are to have informal discussion of practical problems concerning archival work and the promotion of better administration of local repositories of records. The membership of the Society has risen rapidly to more than seventy archivists who belong to fortyseven different repositories and records societies. This clearly illustrates the growing records consciousness in the United Kingdom.

Mr. R. Holworthy who took the leading part in the formation of this body was its first Chairman and he has been succeeded recently by Colonel W. Le Hardy. Among the other prominent members are Mr. F. G. Emmission of the Essex Record Office and Mr. R. Sharpe France, Archivist of Lancashire County Council. Major F. G. C. Rowe holds the post of Honorary Secretary with his office at 6 Perham Road, West Kensington, London, W. 14.

#### *The Essex Record Office.*

The growth of the record office of the County of Essex during the last ten years demonstrates what can be achieved by local initiative for the preservation of valuable records of historical interest. The Country Council of Essex, being quite appreciative of the value of these records and their use for research, decided in 1938 to establish a Record Office with the purpose of providing a suitable repository for official as well as private archives of the county. They were fortunate enough to secure the services of an experienced archivist, Mr. F. G. Emmison, who had previously served with distinction as Archivist of Bedford County Record Office (1923-1938). An encouraging start was made by him, with the co-operation and help of the Essex Archaeological Society and Colchester Borough Library who agreed to transfer their collections of records and manuscripts to the new repository. The Record Office was officially opened at Chelmsford in May, 1939 by Sir Wilfrid (now Lord) Greene, Master of the Rolls. The new repository was planned from the beginning not merely as a county record office, but it was also envisaged that it would perform the functions of manorial and diocesan repositories. Besides, it was decided to accept gifts of private documents relating to the history of the County. The Records Committee appointed by the Council in 1938 realized that to carry out such heavy responsibilities it was essential to provide accommodation and staff for some years ahead.

Despite the setback caused by the last war the work of the Essex Record Office has made rapid progress and at present its archival collections number over a million documents which are properly

catalogued and classified. Among them there is a great mass of original material for historians, particularly those who are interested in social and economic history. This splendid collection is gathered round the nucleus of Quarter Sessions Records which begin from 1556 and are remarkably complete. Among the Archdeaconry records are series of Act and Visitations Books from 1540, Charity Deeds from 1246 and Church Warden's accounts from 1439. Some of the estate and family records are very old, dating back to 1115. They have come to the depository from every parish of the County and include court rolls of over 600 manors beginning from 1271. The old Corporation of Maldon has transferred to this depository its entire archival collection (1384-1835) except for the Charters. The owners of private documents gave their unstinted support to the Records Committee and made generous gifts of their collections to the Council and the first year's accessions included such important family records as those of Colonel Probert (Colne Priory and the de Veres) and Lord Petre (Ingatestone Hall). Both these accumulations are very rich in medieval manuscripts. Even during the war period fresh deposits were received because the Record Office was regarded as comparatively safer for their preservation. It should be pointed out that the work of acquisitions has been greatly facilitated by the survey of records in every parish undertaken by the staff of the office. Thus with the support of an enlightened Council and public it has been possible to bring together in the repository all important series of local records, official and private, for the use of students.

The physical well-being of the records and manuscripts is only one aspect of the duties of the Essex Archivist. He has succeeded to a remarkable degree in making useful the papers in his custody. The Record Office staff gives generous help and guidance to beginners as well as advanced students who come to consult the records at the County Hall of Chelmsford. Every paper deposited there is at least to be found on the typescript catalogue which is sufficiently detailed to make any item accessible within a few minutes. In the post-war years Mr. Emission has published the *Guide to the Essex Record Office* in two parts (1946, 1948) and in 1947 brought out a *Catalogue of Maps*. Many of the documents have been fully calendared and indexes, too, have reached an advanced stage. The Library attached to the office furnishes the reader with printed matter, both of local and general interest. The Record Office is also equipped with a photographic studio so that reproductions of documents are supplied to students at cheap rates.

A novel feature of the organization of this office is the employment of a history lecturer since 1946. His main function is to popularize the study of the local records by delivering lectures in the County Hall or elsewhere in the County by using appropriate documents. The County Council intends to extend its activities to make its full contribution to local education. In particular may be mentioned their decision to open before long a museum of records,

The achievements of this small Record Office within a short space of time can serve as an example to local archival repositories in India as well as the regional records survey committees.

### *The University of Liverpool's Diploma*

The growing need for trained archivists is reflected in the introduction of a diploma course for the study of Records and Archives administration at the University of Liverpool, shortly after such a course had been initiated at the London University. The courses for the Diploma have been planned in such a way as to prepare fully trained and qualified staff for archival agencies. The subjects of study for the course include Palaeography, Chronology, Diplomatics and Principles and Practice of Archives Administration. It also provides for the study of machinery of local and central government and practical training in the preparation of calendars and editing of documents. The students are required to be proficient in French and Latin.

The diploma course can be completed in one year by whole time students and after two years by part-time students. The students are required to work at an approved County Record Office for purposes of practical instruction.

### *Exhibition of French Books on History*

In 1946-47 a selection of recent publications of Oxford, Cambridge and Manchester University Presses toured Paris and other University centres in France with a view to revive Franco-British intellectual co-operation which had been interrupted during the war. In return the Directorate General of Cultural Relations of the French Ministry of Foreign Affairs organized an exhibition of French books on history published since 1936. Their first display was made in January this year at Bentley House, the London premises of the Cambridge University Press. The exhibition visited Oxford, Glasgow, Manchester, Cambridge and other University centres. The books displayed numbered 1,250 volumes, selected out of 4,000 volumes published since 1936.

### *Institute of Historical Research ; University of London*

Professor V. H. Galbraith resigned from the position of Director of the Institute from December 31, 1947 on his appointment as Regius Professor of Modern History in the University of Oxford. He has been succeeded as Director by Dr. J. G. Edwards who has been given the position of Professor of History in the London University.

### *Register of Henry Chichele, Archbishop of Canterbury*

The recent publication of the fourth volume of the *Register of Henry Chichele, Archbishop of Canterbury, 1414-1443*, edited by Dr. E. F. Jacob, (Oxford University Press, 1947) brings to consummation a project undertaken before the war to commemorate the quin-

centenary of the foundation of All Souls College in 1438. The volume contains a number of commissions, many of which relate to judicial matters and appointments, licences of various kinds, dispensations and the ordinations held by the bishop, admirably illustrating his jurisdiction and administration. The work is a valuable contribution to the study of the ecclesiastical history of England and its merit has been greatly enhanced by Dr. Jacob's flawless editing.

### *The Navy Records Society*

The Navy Records Society was founded in 1893 for the purpose of printing rare or unpublished works of British naval interest. It aims at producing one or more volumes a year. By rendering such records accessible it has, over the past half century, laid the foundations of the history of the Royal Navy, and also rendered service to students of diplomatic and administrative history.

The range covered by the eighty seven volumes hitherto published may be estimated from the following list: papers relating to the Spanish Armada and editions of Tudor administrative records; logs of the great sea fights; narratives of the Dutch wars; papers from the Pepyscan manuscripts; fighting instructions and signals; extensive records of the eighteenth century, including the Byng, Sandwich, St. Vincent and Barham papers; letters from Drake, Blake, Hawke, Hood, Nelson etc.; the official correspondence of the Crimean war. The collection of English sea songs and ballads and the entertaining autobiography of J. A. Gardner are examples of other volumes of general interest. The Society has in hand similar volumes of reminiscences, as well as important contributions to the study of the Stuart Navy, the China Wars, and selections from the Keith papers, one of the largest collections in the country.

It is only due to the existence of this Society that such records can be made available to the public. It depends entirely on voluntary subscriptions for its support. The annual subscription is two guineas, the payment of which entitles a member to receive one copy of any volume issued by the Society for that year.

### GERMANY

The German librarians are faced with the very difficult task of reconstruction because of the heavy losses suffered during the war, but they have set about it with purposeful determination. According to the reports now available the Prussian State Library of Berlin, now known as the Oeffentliche Wissenschaftliche Bibliothek is making good progress in developing its former services despite the difficulties caused by the international status of the city. The western wing of the library has been completely repaired and the restoration of the eastern wing is being carried out. It will not be possible to renovate in the near future the middle wing which was seriously damaged during the war because of shortage of building materials.

The Library is a copyright depository for all zones of Germany and is recognized as the central exchange agency for the whole country. The present staff numbers 190 which is about half of the pre-war strength.

The books and other holdings of the Library which were stored during the war in 24 different places have all been reassembled as far as the Soviet zone is concerned; but about a million volumes including many precious manuscripts and incunabula are still lying dispersed in the United States and French zones. It is not known what has happened to the manuscript material of the unpublished *Gesamtkatalog der Preussischen Bibliotheken* and other material which were evacuated to Pomerania and Silesia.

The Library has taken up a project to prepare a union catalogue of new foreign acquisitions of German libraries since 1939. The old systematic classification has been discarded, since January 1947, in favour of shelf list catalogue by which books are registered in 19 groups in order of acquisition. An alphabetical catalogue on slips is prepared for the use of readers.

In Western Germany there are signs of a marked revival of archival activity. Professional archivists have met several times in zonal and bi-zonal meetings to discuss their common problems regarding the reconstruction and rehabilitation of records in the state, municipal and church depositories. Their efforts have resulted in the opening of a bi-zonal school for archival training at Marburg in the spring of this year and the creation of the Union of German archivists. The publication of a journal has also been started under the title of *Der Archivar : Mitteilungsblatt für deutsches Archivwesen*. The journal is published from the State Archives of Düsseldorf. Its first number published in August 1947 gives full information about 12 state archives, 33 municipal, 11 church and 13 business archives in the British zone of occupation.

### CZECHOSLOVAKIA

To the *Bulletin of the Institute of Historical Research*, London and the *American Archivist* we are indebted for the following account of the present state of Czechoslovakian archives. It appears that the Czech archivists did their utmost to protect the documents in their care from air raids as well as attempts made by their German conquerors to disperse or dismember them. Particularly affected were the archives in Bohemia and Moravia, which the Germans pilfered recklessly in order to build up an archives office in Liberec for the territories separated from the Republic in 1938. Other documents were sent direct to Germany under the pretext that they had to be protected from air raids. The archivists, we are told, risked their personal freedom and safety in hiding the documents or getting them photographed before the Germans could lay hands on them. It is therefore not surprising that the leading archivists were among the first

victims of German terrorism. Among the chief casualties were Dr. B. Jensovsky, Director of the Archives of Bohemia and Professor B. Mendl, Director of the State Historical Institute in Prague. Among the archives seriously tampered were those of the chief Government Departments, especially those of the Ministry of Foreign Affairs and the Ministry of National Defence, which were dispersed and partly destroyed. The Schwarzenberg Archives were transferred from Trebon in Southern Bohemia to Krumlov, which was occupied by the Germans in 1938. The libraries and archives of the Slovany Monastery in Prague were despoiled of all their treasures.

With the termination of German occupation, three separate Departments of archives were set up by various National Committees in Bohemia, Moravia and Slovakia. The members of these Departments inspected and arranged for the safe housing of a huge mass of documents which might otherwise have been destroyed. A National Council of Archives, as the supreme organ of archivists for the whole area of the Republic has since been established and a bill has been drawn up providing for the preservation of archives and training of archive-staff. The Council has also reopened the State School for Archivists which started work in 1946 after an interruption of several years. The school provides for a three year course in archival training.

Czechoslovakia has a Society of Archivists which serves the needs of the whole Republic and promises to become a focus of archivist activities. All archivists, qualified or unqualified, are its members.

The archives of Czechoslovakia fall into three broad classes: Archives of Ministries and other government offices; Archives of self-governing regions, zones, districts and towns; and church Archives.

The *Archives of the Ministry of Interior in Prague* (Archiv Ministerstva Unutra-Ustredni Statni) contains not only the records of the Ministry itself, but also those of the former Austrian Governor of Bohemia and some of the records of the Central authorities in Vienna which were transferred to Czechoslovakia under the treaty of 1918. The archives of this Ministry has therefore the strongest claim to be regarded as the National Archives of Czechoslovakia. The archives are partly located in an 18th century palace and partly in the secularised crypt by the nearby St. Nicholas Church. The buildings have excessively high ceilings and Major Lester K. Born, Archives Officer of the U. S. Military Government for Germany, who recently visited the buildings reports that these have resulted in shelving whose top levels can be reached only by means of a ladder as there are no intervening decks to divide the stacks into two tiers. Labyrinthine passages, and rooms and wooden construction with consequent fire hazard are some of the other difficulties which impede the archivist's work. The collections have suffered no war damage. Some of the older collections are arranged by subject and not by provenance. Some of them are in book form, while the majority are in loose fascicles. The latter



are kept in sturdy paper cartons and filed vertically. The task of placing each document in its own folder within the carton is in progress. Compilation of a detailed index has been taken in hand.

The records in the palace are stored on wooden shelves, the *diplomata* being kept in envelopes and in drawers. The records in the church are kept either on shelves or in wooden cabinets which date from the time of Maria Theresa. The task of cleaning and examining the mass of records has been taken up. The books with illuminated backs have been covered by dust jackets. But open-backed boxes with top-legs are being introduced. Face cream is used as leather preservative. The archives has also developed a new method of repair which consists in the light application to the back of the sheet to be repaired of a paper pulp chemically the same as the sheet and then subjecting it to pressure. The process has been tested only for six months.

*The Archives of the Ministry of Foreign Affairs* (Archiv Ministerstva Zahranicnich Veci) are located in the Ceruin Palace, a seventeenth century building which has been remodelled to provide stack space for archives. The muniment area has been furnished with decks of steel and concrete and steel shelving whose tops are easily accessible. The shelves are made of iron grills with a view to allowing passage of air. Most of the documents are stored in carton boxes and are vertically filed. Valuable materials are kept in a large vault which is protected by an armoured steel door and microphones affixed to the ceiling. The treaties are filed in steel cabinets about 5' x 3' x 2' having a number of shallow drawers easily openable. The whole stack area has been provided with reference media both in the form of books and cards. There are three card catalogues, chronological, geographical and topical. The muniment area has been provided with automatic fire alarms. No records in this collection seem to have suffered during the war. Dr. Karel Kazbunda is the archivist of the Ministry of Foreign Affairs.

*The Archives of the Military Historical Institute* (Vojensky Historicky Ustav) are housed in three different places. The records of the two World Wars are stored in a modern fire-proof structure erected shortly after the creation of the Republic. The stack area is a high ceilinged room divided into two levels by a steel and concrete deck. The records are arranged according to the Combat Units in the field and are provided with descriptive finding media. Work tables are provided in the stacks. Very large windows glazed with transparent white glass and protected by steel shutters run the whole height of the two-deck room. The upper floor of the building houses a reference library, the main search rooms and numerous study rooms. Besides the archives of the two Wars the Institute also has in its custody the old records from the Austrian period as well as the regular army records.

*The Museum of National Resistance* was started to commemorate the first struggle for Czechoslovak independence in 1914-18. It already possesses documents and objects illustrating that struggle. The

collection is shortly expected to be enriched by materials relating to the resistance movement during 1939-45.

*The Archives of Bohemia* (Archiv Zeme Ceske) occupy a unique position among the records of the country, as they contain the collections of the Archives of the Crown of the Medieval Kingdom of Bohemia. The Archives take protective care of all unofficial archives in Bohemia. They are housed in a building which combines in a single structure both the stack and the administrative sections of the archives. The offices, reference library, search rooms, photographic equipment and restoration sections are housed in outside rooms. The stacks consist of two parts, a basement area and an area above ground. The basement is subject to excessive humidity and thus presents a problem which archivists are finding difficult to solve. The stack walls have no windows, but only light panels built of heavy, hollow glass bricks most of which are coloured. These blocks however tend to crack with sharp changes in temperature during winter months thus causing considerable disturbance. The artificial ventilation system adopted for the stacks is also reported to be not working satisfactorily. The records are kept either in bundles provided with a bottom or top-board or in carton boxes. They are arranged according to provenance and have been furnished with finding aids. The Director of Archives of the State of Bohemia is Dr. Otokar Bauer.

The Archives of Moravia in Brno and those of Silesia in Opava and of Slovakia in Bratislava have also resumed their normal activities and a net work of local archives is being set up with the object of concentrating available feudal records and filling in gaps in them. The Municipal archives are also receiving attention and Professor V. Vojtisek has undertaken the rebuilding of the archives of the City of Prague. The major portion of these were destroyed during the last war.

Among recent works published on archival subjects may be mentioned *Archiv Koruny Ceske*, Vol. I which describes the archives of the State of Bohemia, and *Die bohmische Landtafel* which deals with a special series of records with ornamented decorations on their bindings.

## UNITED STATES OF AMERICA

### *Society of American Archivists*

The eleventh annual meeting of the Society of the American Archivists was held at Glenwood Springs amid beautiful mountainous surroundings, in the State of Colorado from September 3 to 5, 1947. The conference was attended by members representing twenty-seven states, Hawaii and Canada. The various sessions were devoted to the discussion of important local as well as general problems connected with archives and records administration; but the most noticeable feature of the programme was the special emphasis laid on the inter-

national aspects of archival work. Mr. Arthur H. Leavitt, Archivist for the United Nations Relief and Rehabilitation Administration, described the archival work of the UNRRA in various theatres of its activities in Asia and Europe and pointed out how difficult it was to centralize the administration of large bodies of its records in several languages and scattered in different countries. Mr. Robert Claus, Archivist of the United Nations Organisation, contributed an interesting paper on the *The Archives Programme of the United Nations*, which contained a succinct account of the work which was being done by him. Mr. George Simpson, Archivist of the Province of Saskatchewan, spoke on the growth of archival institutions in Canada, indicating the slow and steady advances made in this field both by the Central and Regional administrations of the Dominion. 'The unanimity with which Dr. Solon J. Buck's proposal for an International Organization for Archives had been received was reflected in Mr. Oliver W. Holmes' paper on *Planning of an International Archives Organization*. The first day's proceedings concluded with a lively informative roundtable discussion on *A Proposed Archival Programme for UNESCO*, held under the chairmanship of Dr. Ben M. Cherrington, Director of the Social Science Foundation at the University of Denver. Among those who participated in the discussion were four well-known figures in the United States archival world, Dr. Solon J. Buck, Dr. Ernst Posner, Mr. Oliver W. Holmes and Mr. Herbert O. Brayer. Dr. Posner advocated that the UNESCO should assist in bringing about an international agreement for accessibility and use of records within the depositories of member nations.

On the second day of the conference a joint luncheon meeting was held with the American Association for State and Local History under the chairmanship of Dr. S. K. Stevens. The subject of discussion for this occasion was *Some Aspects of the Training of Special Personnel for Park and Museum Positions with Emphasis on the use of Archival and Historical Materials*. Mr. John Andreassen of the Library of Congress gave an account of the *Archives in the Library of Congress* and Mr. Emmet J. Leahy spoke on the *Progress in the Management of Business Records*. The last paper read at the meeting which aroused special interest was by Miss. Maude Jones, Archivist of the Territory of Hawaii, on the *Hawaii Territorial Archives in the War*.

The annual report of the Secretary of the Society for the year 1946-47 reveals a steady progress in the growth of the Society in membership and its manifold services to the development of archival theories and practice. It is to be, in particular, congratulated for the efficient manner in which its several committees have functioned during the year. The Committee on International Relations has done a particularly splendid job in respect of the organization of an international archival body.

The new office-bearers of the Society elected at the annual general meeting are: President, Christopher Crittenden, North Carolina

Department of Archives and History; Vice-President, Herbert O. Brayer, Archivist of Colorado; Secretary, Lester J. Cappon of the Institute of Early American History and Culture at Williamsburg Vao; and Treasurer, Helen L. Chatfield, Records Officer of the Budget Bureau.

The twelfth annual meeting of the Society is scheduled to take place at Raleigh, North Carolina, on October 27-29, 1948.

*National Archives, Washington*

Dr. Solon J. Buck resigned at the end of May, 1948 from the post of the Archivist of the United States to take up the position of Chief of the Division of Manuscripts at the Library of Congress and incumbent of the Chair of American History rendered vacant by the retirement of Dr. St. George L. Sioussat. Dr. Buck came to the National Archives in 1935 as Director of Publications and six years later succeeded Dr. R. D. W. Connor as the Archivist of the United States. He took charge of his position of great responsibility when the National Archives was still in its infancy and in an experimental stage. World War II in which U.S.A. was soon directly involved added much to the difficulties of his job. He lost a considerable number of his experienced staff and drastic cuts were made in the appropriations for the National Archives. But Dr. Buck courageously faced those difficulties and by the end of the war the records holdings in the National Archives had doubled in volume and it had begun to play an active role in administration. One of Dr. Buck's most significant achievements was that the National Archives began to take an active share in the administration of current records by assisting and encouraging other federal agencies, particularly war agencies, in adopting records administration programmes. His efforts in this respect were so effective that in 1947 the President ordered all Federal agencies to conduct records retirement programmes. Dr. Buck also sought to make some changes in the existing archival legislation in order to simplify control over records retirement and succeeded in getting passed the Federal Records Disposal Act of 1943 and an amendment to it in 1945. The scheduling devices which were authorized by these laws have been greatly responsible for the orderly retirement of the huge volumes of war records. Another important aspect of Dr. Buck's stewardship of the U.S. archives has been the reorganization of record groups with proper regard to their provenance and the preparation of many useful finding aids which facilitate the work of the administrator as well as of the research student. Since the war began the use of records deposited in the National Archives increased tremendously both for the needs of the Government and private individuals. Recognizing the importance of trained staff in running archival agencies, Dr. Buck gave his full support to the introduction of a course in archival administration at the American University (Washington D.C.) and also offered generous facilities for

training in this work at the National Archives. He was elected, in 1945, President of the Society of American Archivists, and in 1946, too, continued to enjoy this honour. In the international field, Dr. Buck helped very much in the programme for the protection of records in war zones. He also took a very active interest in the establishment of the International Council on Archives, of which he has been elected as Vice-President for the Western Hemisphere.

Shortly before his departure from the National Archives, Dr. Buck undertook a tour of the Caribbean area which was sponsored by the Interdepartmental Committee on Scientific and Cultural Co-operation as a part of an "Exchange of leaders Programme". He visited Cuba, Haiti and the Dominican Republic.

Dr. Buck's successor in the situation of the Archivist of the United States is Dr. Wayne C. Grover whose appointment was confirmed by the Senate on 2nd June. Before his promotion to this position Dr. Grover had served with distinction as Assistant Archivist of the United States since July, 1947. A consequent change in the personnel has been the appointment of Robert H. Bahmer as Assistant Archivist in place of Dr. Grover.

Among the recent acquisitions of the National Archives the most voluminous are the records of the emergency agencies established during the war. As a result of an elaborate system of records administration in these agencies only carefully selected records have come for accession and permanent preservation. The most notable of such agencies who have transferred their records are the Petroleum Administration for War, Office of Price Administration, War Production Board, the War Manpower Commission, the War Mobilization and Reconversion Office, the Solid Fuels Administration for War, the Office of Defence Transportation, the Office of Scientific Research and Development, the Foreign Economic Administration, Price-Decontrol Board, and U.S. Strategic Bombing Survey. The older records which have recently been transferred to the National Archives include the files relating to the granting of patents, 1836 to 1900 ; records of nine custom houses in the United States and the Virgin Islands, 1789 to 1799 ; files of the District Court for the District of Columbia, 1833-39 ; records of the Post Office Department, 1876 to 1905 and Journals, 1884-1905, of the Post Master General ; and records relating to the rehabilitation of disabled soldiers of World War I, 1918-28.

The National Archives has undertaken to serve as caretaker of large accumulations of enemy records captured during the war. Apart from the documents of the war period several series of archives of Japanese ministries of Army and Navy have been brought to U.S.A. It is hoped that most of these records will be transferred to the new governments of the former enemy states. Among the sound recordings recently received by the Agency are those of the speeches by Hitler, Goebbels, Mussolini, and Ciano which were captured by American soldiers during their operations in Europe. An item of Indian interest received by the National Archives from Mr. Alfred Wagg is the gift

of recordings of the proceedings of the Inter-Asian Relations Conference, held in New Delhi in the spring of 1947, including a recording of a speech in English by Mahatma Gandhi.

The most important of the recent publications of the National Archives is the *Guide to the Records in the National Archives*. This provides a description of more than 224 record groups as on June 30, 1947 and it supersedes the guide of 1940. The information available in the new *Guide* would certainly be of great help to scholars, government officials and others interested in the use of the records in the custody of the Archivist. We hope to publish a review of this book in the next issue of *The Indian Archives*.

### *The National Archives Act*

The National Archives Act of 1934 was further amended in March, 1948. The main part of the fresh amending act relates to restrictions regarding the use of public archives. The heads of agencies creating records have been deprived of their powers to place such restrictions on the use of records in the Archivist's custody. It has been laid down that the Archivist only would place restrictions at the time records are transferred if the head of the agency transferring records specifies in writing that the restrictions are necessary or desirable in public interest. The Archivist cannot remove or relax such restrictions without the consent of the transferring agency. The restrictions operative before the passing of this amending act will also continue until removed or modified in accordance with the terms of the Act.

### *The Franklin D. Roosevelt Library*

The functions of the Franklin D. Roosevelt Library and the scope of its acquisitions were recently defined by the Archivist of the United States. These functions are "to acquire by gift, loan, purchase, or exchange historical material related to and contemporary with material received from Mr. Roosevelt; to preserve and arrange material in its possession; to prepare and to publish finding aids and textual reproductions of materials in the Library; to make material available for use under regulations prescribed by the Archivist of the United States; and to exhibit material that is appropriate for display". As regards the scope of acquisitions the Library can acquire only such material which pertains to national and international aspects of history of America from 1933 to the end of the Second World War and important background material of earlier date, beginning about 1910, that relates to the political, social, economic and other developments in the United States during the later period.

Among the recent acquisitions of the Library are the personal correspondence of Mrs. Roosevelt relating to her social activities as First Lady. She has also deposited her personal correspondence files

and other papers for the period December 1946-September 1947 which include papers relating to her duties as a delegate to the United Nations.

### *The Freedom Train*

The American Heritage Foundation is to be congratulated for successfully initiating an educational programme which offers an opportunity to millions of American citizens to see a unique collection of historic documents, belonging to many institutions and individuals, aboard the Freedom Train. Probably no other method of bringing the symbols of American history to the homes of the people of the nation has matched the Freedom Train's appeal.

The novel idea was originally sponsored by the United States Attorney-General, Tom C. Clark, and it was due to his initiative that the nucleus of the American Heritage Foundation, a private, non-partisan and non-profit group, was formed in 1946. The main object of the Foundation is to awaken the interest of Americans in the heritage of their freedom. Mr. Winthrop W. Aldrich, Chairman of the Board of the Chase National Bank, became the Chairman of this Foundation which is financing the Freedom Train and is responsible for its operations.

The train was designed by Edward E. Burdick, an industrial designer of great reputation. It consists of three exhibit cars, a baggage car and three pullmans to hold civilians and members of the U. S. Marine Corps. The latter are responsible for guarding the exhibits and also for looking after children and old ladies who come among the crowds of visitors to see the train.

The documents which the Freedom Train carries are encased in transparent plastic, under pressure, so that the papers be perfectly preserved. They are exhibited against shatterproof windows, and a complete fire protection system has been installed in the train. The condition of the documents to the humidity of the train is checked constantly by a government archivist travelling with the train. The exhibits are spaced through the three cars in a sort of baffle arrangement that helps the visitors to pass before every document with very little crowding.

The selection of the documents displayed in the train, numbering more than 120, was made by experts. About one third of the exhibits have been lent by the National Archives and all were assembled there before they were installed in the train. These documents are certainly the finest collection of materials on American history ever assembled for exhibition purposes. Among the most significant of them are: an early copy of the letter addressed by Cristopher Columbus to Lord Rhaphael Sanchez, Treasurer of the Kingdom of Spain, describing his first voyage to the New World (1493); a fourteenth century copy of the Magna Carta which became a landmark in the history of constitutional liberty even across the Atlantic; a copy of the Compact of the "Mayflower" Pilgrims (1620); the Pennsylvania Charter of

Privileges granted by William Penn (1701) in the original ; Thomas Jefferson's draft of the Declaration of Independence with interlinear annotations and changes by Benjamin Franklin and John Adams ; the Bill of Rights (1787) ; original copy of the Treaty of Paris (1783) by which Great Britain recognized the independence of the United States ; early copies of Thomas Paine's *Common Sense* and *The Crisis* ; George Washington's manuscript copy of his Farewell Address ; Washington's personal copy of the Constitution ; Francis Scot Key's "The Star Spangled Banner" in his own hand (September 14, 1814) ; the Emancipation Proclamation of President Abraham Lincoln (1863) ; and copies of John Peter Zenger's *New York Weekly Journal* which in colonial times fought a winning battle for the freedom of the press. Some of the twentieth century documents displayed in the train include: President Woodrow Wilson's own typescript of draft Covenant of the League of Nations (1918) ; Declaration by the United Nations signed by 24 nations on January 1, 1942 ; and a scrawled note by President Franklin D. Roosevelt which made General Eisenhower Chief of Staff in Europe.

The Freedom Train started on its nationwide journey on September 16, 1947 from Philadelphia. Though originally planned to run for 12 months it will probably be kept on rails for three years. It is scheduled to visit 300 cities and towns in the first year. The popularity of this exhibition among people of all ages can be well imagined from the fact that thousands are turned away daily without having an opportunity to see the relics of America's moments of glory. A factor which has very much contributed to this successful venture is a widespread advance publicity by a team of men who work weeks ahead at centres to be visited by the train. A very ingenious idea in this respect is that of "Rededication Week". At every town visited by the train, the citizens spend the week before recapitulating the thoughts on American history. An attractively brought out book, *Heritage of Freedom*, by Frank Monaghan (Princeton University Press, 1947, pp. 150) describes the documents in the Freedom Train and supplies correct historical background for understanding their implications.

### *Library of Congress*

The Prints and Photographs Division of the Library has been enriched by the accession of a fine collection of documentary photographs received through the generosity of Mr. Herbert E. French, proprietor of the National Photo Company. The collection consists of just under 100,000 negatives, mainly relating to Washington history and famous people who have worked in the Congress. It also contains many photographs of street scenes of the metropolitan city, of notable public events, including sports, horse-shows, visits of colourful personalities and a variety of other events and persons. The collection will serve as a historical documentation of a very high order parti-



cularly for the study of social life of Washington during the early decades of the present century.

Another notable collection of photographs received by the Library is that of Hermann Goering containing 81 albums and portfolios illustrating his life. Among them a series of 41 albums gives a chronological pictorial account of Goering's major activities from 1934 to 1942. There are also some pictures of young Goering during World War I and those of his special trips of state.

The third item of significance recently acquired is an extensive collection of 1750 prints relating to George Washington. These have been presented to the Library by Mr. L. M. Rabinowitz of New York on condition that duplicates of prints already in the Library's collection are to be given to Yale University. Although the greater part of the collection consists of portraits of George Washington there are numerous pictures of important events in his life, such as scenes of his early boyhood, his activities as a surveyor, marriage and family life, his military career and his death.

The Division of Maps is the recipient of 34 charts of the Atlantic Coast presented by the British Admiralty. These were issued between 1774 and 1784 by British engineers and are among the earliest detailed surveys of American harbours and coastal areas. The Library has also acquired a fine copy of the World atlas, *Il Corso Geografico, 1692*, by Father Marco Vincenzo Coronelli. It includes some 180 double plate maps, 12 of which relate to America. The individual maps are beautifully executed and the atlas is in excellent condition.

Among the recent publications of the Library are: *The Story Upto Now: The Library of Congress, 1800-1946* by David C. Mearns (a reprint from the Annual Report of the Librarian of Congress for the Fiscal year ending June 30, 1946, with addition of illustrations and slight revision of text); *An Album of American Battle Art, 1755-1918*; *A Guide to the Law and Legal Literature of Chile, 1917-1946*, by Helen L. Clagett; *A Guide to the Law and Legal Literature of Argentina, 1917-1946*, by Helen L. Clagett; and a *Bibliography of Periodical Literature on the Near and Middle East, IV*.

## CANADA

### *Department of Public Archives, Ottawa*

The Report of the Department of Public Archives of the Dominion of Canada for 1947 reveals that the normal activities of the department which had been drastically cut down during the war have been resumed. Dr. Gustave Lanctot, the Keeper of Public Records visited United Kingdom and France during the year to reorganize the London and Paris offices for making copies of the documents of Canadian interest available in the repositories there. These offices were functioning before the war, but with the beginning

of hostilities the work of the London office was suspended and the Paris Office was destroyed.

The Dominion archives is very fortunate in receiving recently a gift of valuable records from the Public Record Office. These consist of 17 volumes of original correspondence of the Board of Trade (1734-1773) relating to political and commercial questions concerning the American colonies and the correspondence of Sir William Johnson regarding Indians relations.

#### *Hudson's Bay Record Society, Toronto*

The Hudson's Bay Record Society is to be congratulated on the publication of a new volume entitled *Minutes of the Hudson's Bay Company, 1679-84* (Part I, 1679-82), which incidentally constitutes the 8th volume in the Hudson's Bay Company series. The volume is edited by E. E. Rich and is furnished with an introduction by Professor G. N. Clark. The records reveal in a vivid manner the hand-to-mouth character of the Company's business during the early days of its struggle and fill a blank in the history of English trade enterprises in the New World. The same high standard of printing and editing as shown in the previous volumes has been maintained.

#### AUSTRALIA AND NEW ZEALAND

The Archives Department of the Libraries Board of South Australia has been enriched by acquisition from various sources of the following items: Dr. Alfred Austin Lendar's Autobiography; Diary kept by James Kennedy during a voyage from England; Records of Northern Territory Survey Expedition, 1868-70; Diary kept by G. W. Goyder, January-September, 1869; Record of the principal architectural works executed by E. G. Woods, 1886-1944; and four letters written by Lt. Colonel George Palmer to Rev. Mason concerning the interest of Duke of Wellington in the bill to erect South Australia into a British Province, 1834. The total collection now comprises 358, 647 documents, 20,681 views and 2,175 maps.

It is gratifying to note that all the material deposited at different places during the war period has been brought back to the Archives Section. The Department, however, faces a serious difficulty regarding the storage stacks for the official records which can be transferred to it. The photo-copying room of the Department which has recently been completed is fitted with the most up-to-date equipment. Mr. J. McLellan, Assistant Archivist has been promoted to the position of Archivist and Mr. G. H. Pitt, Archivist has been appointed Principal Librarian of the Library Board.

\*The Australian records of the two wars are housed in the War Memorial Museum at Canberra, the magnificent building of which was completed in 1941.

The New Zealand Government has recently appointed Major-General Harvard K. Kippenberger, one of the country's most distinguished soldiers as editor-in-chief of the Dominion's war history. The preparation of this history will be easier compared to history of the First World War because of the properly organized system of records administration in every unit of the army. Early in 1941 an army archives section was set up with the New Zealand Division in Egypt and similar sections were set up in other areas of war and also with the home defence forces in New Zealand. These sections were mostly staffed with trained librarians, archivists and research scholars, with the result that the records of each unit are available in an orderly state for writing the history of the Dominion during the Second World War. The "daily diary" kept by the intelligence officer of each unit forms the basis of the war history. Most of the units of the army had their own historical committees and unit historians or others engaged in research.

During the Second World War similar historical sections were also set up in the Australian Navy, Army and Air Force to collect records and relics for posterity.

## JAPAN

### *National Diet Library*

The democratization of Japan in recent months under American influence has given a new incentive to the library movement in that country, leading to the establishment of the National Diet Library at Tokyo. After the inauguration of Japan's new constitution on May 3, 1947 the National Diet decided to have a library organized along the lines of the Library of Congress. Two Diet Committees were appointed for doing the preliminary work in this connection and General MacArthur was requested to arrange for the services of some American experts to assist in the planning of this significant project. The United States Library Commission, appointed in consequence of this request, consisted of Mr. V. W. Clapp of the Library of Congress and Dr. Charles H. Brown, Librarian Emeritus and Associate Librarian of Iowa State College. They visited Japan in December 1947-January 1948. During their stay of five weeks they discussed various problems connected with the organization and functions of the library with the two Diet Committees, with the presiding officers of the two Houses of the Diet and other officials of the Japanese government and representatives of the General Head Quarters of the Supreme Commander of the Allied Powers. As a result of these discussions a detailed plan was formulated and to give it a practical shape immediately the National Diet passed on February 4, 1948 two laws—the National Diet Library Law and the National Diet Library Building Commission Law. The former provides for a legislative reference service, printed catalogue distribution service and co-ordination of all governmental

libraries. The Librarian is to be appointed by the President of the House of Councillors and the Speaker and their selection is subject to confirmation by the two Houses. The selection of Tokujiro Kanamori, an expert in constitution and legislation, to fill this important position would be welcome to all concerned. He was for many years head of the Legislative Bureau of the Cabinet and more recently minister without portfolio in the Yoshida Cabinet where his duties related to the adoption of the new constitution.

The Library was officially inaugurated on June 5, 1948 in its temporary building, the former Akasaka Detached Palace which under the Imperial regime was exclusively used for the entertainment of visiting royalty. The Library employs 200 persons on its staff and there are 230,000 volumes on its shelves at present. The organisers' aim is to raise the number of volumes eventually to six million. They are also planning a project for microfilming in co-operation with the Library of Congress because it is very difficult to get books.

The Civil Information and Education Section of the General Headquarters of the Supreme Commander for the Allied Powers has recently carried out a survey of libraries in Japan, containing 3,000 volumes or over. The report issued by them regarding 874 such libraries contains the names, type, location, size, annual circulation, average budget and an estimate of the war damage in each case. The heaviest losses suffered by libraries during the war were in the Tokyo Metropolitan Area.

## PRESERVATION & PHOTOGRAPHIC

### *Book-binding with electronics*

A revolutionary electronic method of book-binding, developed by Forbes Parkhill of Denver, Colorado, has been reported in the *Book Binding and Book Production*. The new process claims to eliminate thread sewing and even folding and does away with the present type of cased-in book and case-making and casing-in production methods.

Parkhill's process has been made possible by the recent development of high frequency heating units and of plastics which can be heated, fused and formed electronically. The process, it has been claimed, can provide a simpler, stronger and more economical method of binding pages together without the use of thread or wire and can produce a more durable, simpler and stronger case which substantially reduces the operations necessary in case-making and casing-in.

The Parkhill process consists essentially of the following:—

“The application to the binding edges of the printed pages of a narrow film of plastic hot melt coat, or of a plastic ribbon film, during or after the printing process. The sheets thus treated are then submitted under pressure to electronic impulses which melt the plastic inter-laminations, forming a hot glue that binds the pages firmly and instantly. Molding on the backbone of the book a non-

rigid plastics cap, which under application of heat and pressure, melts, welds or fuses with the plastics inter-laminations to form a single homogeneous binding unit. A case consisting of rigid plastics front and back cover boards, connected by a flexible plastics hinge may be welded, fused or melted electronically to the cap so that the two form a single homogeneous unit".

During the printing process, a film strip approximately  $\frac{3}{8}$  inch wide of hot liquid plastic melt coat is applied to the sheet along the longitudinal channels between the adjoining rows of printed page impressions. The assembled and correctly aligned sheets are placed in an electronic heat sealer and the plastic laminations between the sheets are subjected under pressure to electronic impulses of 8.75 megacycles for about 10 seconds. The electronic heating does not affect paper but melts the plastic which permeates the pores of the leaves, securely and permanently binding them together. Plastic backlining, one-piece cases and cloth binding can also be made by various adaptations of the process.

The greatest saving in manufacturing costs to be brought about by the electronic binding process, Parkhill claims, comes through elimination of the many machine operations necessary under existing book-binding methods.

### *Microfilm Reader*

Remington-Rand announces a new Reader-Desk for microfilm records. The 14" x 14" screen is scientifically tilted to the proper angle to make reading easy and is specially coated to eliminate eye strain. Film can be run through the desk in either direction as fast as 150 ft. a minute and brought to a stop instantly. Loading, focussing and image positioning are all accomplished in a recess located at the base of the screen. At high speeds, the glass flats which form the film gate open automatically to prevent wear on the film.

### *Microfilming Outfit*

A new all-purpose, automatic microfilm camera called the "Micro-record" has been developed by Griscombe Corporation, 50, Beekman St., New York, N.Y., U.S.A. Material to be microfilmed is laid on a glass window on the Microrecord operation table and exposure as well as transport of film is effected by pressing a single button momentarily. Any graphic material, regardless of bulk which can be placed on the 9½" x 14" window can be microfilmed. No book cradles are required as small books can be laid upside down and held flat by applying pressure, if necessary. The camera is, however, ideally suited for microfilming loose papers, office files and not too bulky bound volumes. Focus, aperture and illumination are fixed and little knowledge of photography is required in its operation. One can take up to 45 exposures a minute with this camera,

*Protection of Books in Tropical Climates*

The Division of Economic Entomology, Council for Scientific and Industrial Research, Australia, has developed new methods of utilizing boric acid for preservation of books (*Journal of Scientific and Industrial Research*, October, 1947). A solution of boric acid, 1 lb. in 1 gallon of commercial methylated spirit, is applied to the covers and binding of books by spraying. Even when applied liberally, the colour of the covers is not affected, it has been claimed, nor does it cause any sticking. The light white coating of dry boric acid is finally dusted off, but a substantial part remains absorbed in the paper and covers.

Treatment with boric acid is probably ineffective against attacks by termites particularly *cryptotermes* which form colonies in shelves and other wooden fittings of homes. These colonies may be destroyed by applying a 5 per cent solution of paradichlorobenzene in kerosene to the infested wooden shelves or to the galleries and runs of the termites. In order to prevent damages by cockroaches, boric acid or sodium fluoride dust should be scattered liberally and at frequent intervals on objects and in places frequented by cockroaches. Nothing has, however, been said regarding the effect of boric acid on the durability of paper and ink and it would be worth while investigating this aspect of the problem.

*Newsprint Manufacture in India*

The National Newsprint and Paper Mills, Ltd., has been established with a view to manufacturing newsprint. The factory is being planned for location at Chandni, Central Provinces, in the heart of a 375,000 acre forest tract. The factory which will produce 100 tons of newsprint per day will be equipped with up-to-date plant and machinery from Canada and the U.S.A.

The first newsprint industry in the country will utilise the hitherto unexploited Indian "broad-leaf" tree.

*Quarternary Ammonium Compounds as fungicides*

Quarternary ammonium compounds have been found to possess high antibacterial potency (Biol. Abs., 1947, 21 1452). They have proved useful in controlling rope and mould infections in the bakery and found to be of practical application in the baking industry. This new class of fungicides can be applied conveniently as sprays and the solutions are odourless and tasteless. No information is yet available regarding the feasibility of using the new fungicides for the control of mildew growth on books and documents.

## BOOK REVIEWS

*The Dutch in Bengal and Bihar, 1740-1825 A.D.* by Dr. Kalikinkar Datta, M.A., Ph.D., (the University of Patna, 1948, Pp. 273).

DR. DATTA has made the History of Bengal in the 18th century his special field of study, and the fortunes of the Dutch in Bengal and Bihar during the 18th and early 19th centuries form the theme of this new book of his. With a preliminary outline of the history of the early Dutch Settlements and of the Council of Chinsura, the treatment takes us on to the critical months of 1756-57. The Indian and non-Indian factors that influenced the relations of the European powers among themselves and with the Indian powers are clearly brought out. Nawab Siraj-ud-Daula played fast and loose with the Dutch, who acted on the whole with great caution and prudence in their dealings with the Nawab on the one side and with the English on the other side, during the critical months before Plassey. Dr. Datta points out that the action of the Dutch in rendering assistance to the English fugitives at Fulta was not, in strict theory, consistent with the laws of neutrality; but it is perhaps stressing the validity of the principles of European Laws of Neutrality a little too far, in matters affecting the relationship of the European powers towards one another at a time of crisis and common danger for them in a non-Christian and Asiatic state. We learn how the Dutch offered to mediate between the English and the Nawab and found themselves in a delicate position during the English siege and capture of Chandernagore. A chapter is devoted to the details of the circumstances leading to the battle of Biderra (Bedara) whose reaction on the prosperity of both Batavia and Holland is well brought out. Then the narrative passes on to the post-Bedara period and notices the nature of the convention entered into by the Dutch in August 1760 and the diverse anxieties caused by the scarcity of the *tantis* (weavers) for the European companies.

Dr. Datta rightly lays stress on the extent of the responsibility of the European companies in bringing about the economic decline in the country, as well as the hardships and disadvantages which confronted the French and the Dutch in Bengal after the departure of Clive and which persisted on into the days of Warren Hastings. The main causes of dispute were over the fees to be paid to the officers of the Indian Government and the quantity of saltpetre to be supplied to the Dutch.

In the critical years of 1780-81 when the English fortunes swung dangerously low, interest shifts on to South India, and the English were now in need of active help from the Dutch and requested the Nawab of the Carnatic to negotiate a treaty with the Dutch Governor of Colombo for the services of a body of European infantrymen and artillerymen; but before the treaty could be properly implemented war had broken out between Great Britain and Holland. In this

connection the letter of Warren Hastings personally defending his policy with regard to the proposed Anglo-Dutch Treaty is instructive. An instance of the meticulous care taken by Dr. Datta in respect even of the most trivial details is sampled in note 298 (page 111) which discusses the exact dates of the capture of the Dutch possessions in Ceylon as soon as war broke out.

Detailed attention is of course paid to the capture of the Dutch possessions in Bengal and Bihar at the time, and to the regulations enforced for the conduct of the Commissaries who were put in charge of the captured places. The fortunes of the Dutch settlements in the epoch of the Napoleonic Wars, particularly of the Dutch factory at Patna, the Convention of 1814 and the final cession of the Dutch possessions to the English in 1824-25, conclude the narrative which is couched in easy, but a little florid language. The appendix matter is useful and that on the use of *cowries* as current coin is interesting. A bibliography, supplemented by a glossary of Indian terms and a small, but useful index, enhance the value of the book for the student. In some places the extracts quoted are unduly lengthy, but their relevancy is undoubted.

C. S. SRINIVASACHARI

*John Company at Work* by Holden Furber, (Harvard University Press, 1948 ; Pp. xi, 407, \$ 6.00).

**H**OLDEN FURBER is already well known to students of Indian history as the author of two excellent studies, one on Henry Dundas who had so much to do with the direction of the East India Company's affairs during his seventeen years' tenure of the Board of Control, and the other on the correspondence of Sir John Shore with Dundas (1793-98). The subtitle of his present work (published as the 55th volume in the series of Harvard Historical Studies) describes it as "A Study of European Expansion in India in the late 18th Century." He has selected the decade 1783/4-1792/3 as the sample for describing the social and economic forces at work in India and in Leadenhall Street throughout the period of consolidation of European power in India, 1757-1818. His selection of this decade is undoubtedly conditioned by his familiarity, even intimacy, with what we may call the Dundas period of the East India Company. Mr. Furber has undoubtedly taken pains to consult almost every source known to exist—including the archives of the India Office in London, the records of the French, Danish and Dutch East India Companies, the record offices at Madras, Bombay and New Delhi. Not only that, he has personally visited almost all the 18th century European trading centres in India. The result is a very detailed survey, with copious footnotes and useful appendices, of the course of European commerce in India during the decade, the relations between the various nations participating in that commerce, their interaction upon each other and upon the Indian economy during that period and on that of the home countries. If



all this mass of details crammed within the comparatively short space of 300 pages or so has somewhat taken away from the readability of the book, its qualities of erudition and reliability can hardly be questioned.

After a brief survey of the condition of India between the departure of Warren Hastings and the arrival of Lord Cornwallis, as affected by the impact of Europeans, Mr. Furber takes up, in turn, the courses followed by the French, Dutch and the Danish Companies, in their trade between India and Europe as well as the "country" trade (which means the trade between ports situated on the Arabian Sea, Bay of Bengal and the Indian Ocean), trade and politics in Madras, Bombay and Bengal, and rounds up the survey with an account of trade and politics in Leadenhall Street. It is an account of the gradual decline of French, Danish and Dutch commerce, their greater and greater dependence on the British who had emerged as the strongest of the lot, and finally their total disappearance from the scene. It is also a story of bonds and bills of exchange, agency houses and collusive contracts, private fortunes made and lost, all of which led to the winding up of the commercial activities of all but the English East India Company, the loss of credit and reputation the latter itself suffered, the efforts of Cornwallis to pull it out of dangerous waters. The essence of Mr. Furber's conclusion is that finally the continuance of the East India Company's activities in India was not so much a matter of profit to a certain joint stock company established in London, but that of expansion of British political power. It is true that under the protection of that power many a Briton made fortunes in India with which they retired to their homeland, but for the Company as a trading concern, it was hardly a profitable business. Had the China trade not been there to make up for the losses in India, the history of the East India Company may have been different.

Mr. Furber also seeks to explode certain beliefs hitherto held by many, such as the theory of the "drain of wealth from India". He establishes, from recorded statistics of voyages, cargo manifests and invoices, that what was transferred from India to Europe was in the shape of merchandise and the wealth they represented was the difference in their prices in India and in Europe. As against that this commerce provided many people, e.g. the spinners and weavers, etc., in India employment and subsistence. As to bullion and coins, Mr. Furber shows that the traffic was entirely one way, from west to east. It is certainly worthwhile thinking seriously what shape Indian economy might have taken in the centuries following the disintegration of the Mughal Empire had there been no European influx. Perhaps that is a mere academic question; India could not escape western impact at the time when she received it. But before accusations can be laid at the doors of others, such speculations may help one to get a more realistic view of things.

*John Company at Work* would make an excellent companion volume to C. H. Philips's *The East India Company, 1784-1834*, giving

the Indian end of the picture while Dr. Philips concentrates on the London end. Like the bibliography in Dr. Philips's work that in Mr. Furber's book will be of immense help to scholars.

P. BASU

*Thirteenth Annual Report of the Archivist of the United States, 1946-1947* (U. S. Government Printing Office, Washington, D.C., Publication No. 48-6 ; 92 Pp.).

THE first reactions of an Indian archivist on reading this short report would be of frank envy and yearning—envy for the volume of good work done by the U. S. National Archives, and yearning for the day when records administration would be taken as seriously and earnestly in this country as it is done in the U. S. Federal Government. As to the achievements, despite a cut in available funds, the list commands respect. The opening sentence of the report claims: "The records of World War II are now substantially under administrative control. ." In addition, a handbook of the records of World War II agencies was substantially completed. These alone are enough to make records administrators in other countries sit up. The explanation follows immediately after: "Never before have the records of our participation in a war been so managed that the worthless material could be promptly discarded and that of continuing value be assured of preservation. Never before, in fact, has a systematic effort toward this end been made. It might not have been made in World War II had not the National Archives *at the beginning of the War* inaugurated its records administration program." (the italics are mine). The moral is obvious, but unfortunately its very obviousness renders it liable to be overlooked.

The report is so instructive that one feels tempted to quote long passages from it verbatim. It says: "Neither a program nor the legal machinery for records administration nor the influence of the Budget Bureau would have enabled the Government to cope with its wartime records problems, however, had not a small but ever-growing group of professional records administrators in many Federal agencies put their hearts as well as their brains into their work." There is, however, a more fundamental requisite, that is the appreciation of the value of records at all levels from the top executive through major and minor officials down to the man in the street. In this connection the following words of Senator Homer Ferguson (quoted in the report under review) are offered for the attention of those who control the destinies of nations:

"Good public men are aware of the significance of public records. Each one knows that his own life and times are but brief moments in the infinite span of historical time. Each one knows that the present is the inheritor of the rich accumulations of the past. Each one seeks his utmost to light his path with the lamp of experience, which is history. Countless hours are spent in threshing over

materials of the past in hope of distilling a drop of wisdom useful in the present. Today's generation is enriched, strengthened, and guided by what it knows of countless generations before it, or impoverished by what has been for ever lost because it had been improperly preserved.

"Public records make up the backbone of history. All men with a deep sense of the historical know this to be so. Men of integrity are diligent in their efforts to see that the public records are as complete as possible, scrupulously safeguarded, and properly preserved where the people may have ready access to them. That is the real significance of public museum, libraries, and government archives."

Coming to details, of great interest to Keepers of Government Records is the Executive Order "providing for the more efficient use and for the transfer and other disposition of Government records," issued September 25, 1947 (No. 9784). This Executive Order drafted by the Budget Bureau in consultation with the National Archives makes the Federal agencies primarily responsible for the administration of their own records, and requires the conduct of an active, continuing records retirement programme in each of them. It also prohibits the transfer of valuable records from one agency to another. All such transfers are required to be made to the National Archives which in turn can give them on loan to another agency which may want them for administrative purposes. The existence of such a central clearing house is the backbone of successful control of records; in the absence of such a practice records are bound to be dispersed beyond redemption.

In the matters of Disposal, Accessioning, Preservation and Analysis and Description of Records, good progress is reported although not as much as could be desired. An interesting item under Accessions is that of maps and atlases, a total of nearly 175,000 of these two categories having been received during the year. This brings the total holdings of the Archivist to nearly 540,000 maps and more than 850 atlases, about 65 per cent of the maps being manuscript or annotated—a veritable treasure house for the research student.

The Archivist reports a sharp rise in the number of reference services rendered, the figure for 1947 was nearly 314,000, more than 60 per cent being for the Government. One cannot help remarking again that such service is possible only when the records are properly arranged and adequately described. Mere custody of records is not enough; to be useful they have to be under control. One feature of the inquiries received was the noticeable growth in those relating to business interest. However, the variety of subjects on which inquiries were received was as heterogeneous and interesting as any large archival institution experiences.

Very interesting reading is the account of the Freedom Train which was to begin its year-long and country-wide tour after the close of the year under review. The intention of this train was to bring to the very doors of Americans living in places wide apart in that vast

country, some of the documents which the whole nation cherishes, not in mere copy or even facsimile, but in the original. The idea would no doubt appeal to every nation which has documents in which they take pride ; but what is instructive is the care and precautions that the Archivist of the United States took before permitting the priceless documents in his custody to go on their journey.

Among "Other Services", items of more than ordinary interest are the co-operation of the National Archives with the American University for training a body of archivists, and with the Civil Service Commission for preparing a register of various grades of archivists through examination. These are very commendable actions, but these can be useful only when there is a demand for professional archivists in a country, which, in turn, depends on whether or not records administration is taken seriously enough.

P. BASU

*A Guide to Manuscripts Relating to American History in British Depositories reproduced for the Division of Manuscripts of the Library of Congress* by Grace Gardner Griffin (Washington, The Library of Congress, 1946. Pp. xvi, 313).

**T**HIS Guide published two years back should be of special interest to those in this country who are interested in the collection of materials for research of Indian history available in foreign countries. It may be noted that the Indian National Archives has undertaken a project, as a part of the post-war development programme of the Department, for the building up of a repository of transcripts and microcopies of documents pertaining to Indian history held by libraries and archival repositories abroad. This publication can certainly be of considerable help in the implementation of the scheme and those who have to execute it can profit much by the knowledge of the experiences of a sister institution in this field.

Though the Library of Congress is not the first one to take up a project of this nature, it possesses today a unique collection of copies of documents relating to the history of the United States of America. In the Preface of the book are recorded the experiences of the Library and the means adopted by it for the execution of the scheme during the past fifty years.

The beginning of this collection can be traced back to 1898 when the Library of Congress bought from Benjamin Franklin Stevens of London a large collection of facsimiles of documents in the British depositories pertaining to American history. A continuous scheme was initiated in 1905 and a start was made at the British Museum, London. A year later the activities in this field were extended to the Bodleian Library and the Public Record Office and the copying work was also begun in France and Spain in 1914 and in Mexico in 1919. The consummation of the project, it must be stated, has been greatly helped by private benefactors from time to time. In 1925, Mr. James William

donated a fund to the Library from the income of which reproductions from European repositories were to be acquired. This munificent donation enabled the authorities of the Library to set up photostat machines at the British Museum and the Public Record Office for making copies exclusively for the Library of Congress. In 1927 Mr. John D. Rockefeller Jr., recognising the importance of the scheme for American history, donated \$ 450,000 and followed it shortly afterwards by a further grant of \$ 40,000. Thus ample funds were available and under the direction of the Chief of the Division of Manuscripts of the Library of Congress the work made rapid progress. An officer was deputed by the Library to Europe for expediting the acquisition of copies and a unit was also established in the Library to process and index the materials they acquired. The total acquisitions under the Rockefeller grant amount to approximately two and a half million pages of manuscripts.

Another factor which was of considerable help in the fulfilment of this scheme was the availability of a number of guides and indexes which formed the basis of the selections made. We may in particular mention here Stevens Catalogue Index of Manuscripts in the Archives of England, France, Holland and Spain, relating to American History, 1763-1783 which is in 180 manuscript volumes and contains titles of 101,000 documents.

The Guide, as stated in the Introduction, "enumerates the material contained in the collection by (1) Archive or other depository; (2) volume number ; (3) title of volume." The contents of each volume are also briefly described and the inventories of manuscripts of American interest held by each depository are preceded by a brief statement about the nature of the documents and a list of published guides and other finding aids. The collection covers the documents in the possession not merely of well known libraries and archival repositories but also those in private archives and manuscripts in the libraries of academic institutions of United Kingdom, Ireland and Canada.

The volume is copiously indexed and although the reproductions in the Library of Congress pertain to American history the index in this Guide contains some references to documents of Indian interest.

V. C. JOSHI

*Central African Archives in Retrospect and Prospect : A Report by the Chief Archivist for the Twelve Years ending 31 August 1947.*  
(Salisbury, Central African Archives, 1947, Pp. vi, 118).

**T**HIS report was prepared by the Chief Archivist, Mr. V. W. Hiller, at the request of the Royal Commission for Central African Archives which was appointed in 1946. It contains a concise and well written survey of the work performed in respect of the organization of the archival service in Southern Rhodesia and the aims, objectives and plans for its further development for the Central African colonies.

The significant developments recorded in this report will be of unusual interest especially in those countries where archival organization is in its infancy or even adolescence. For them the achievements of this small country within a short period of twelve years can help to arouse enthusiasm for the development of their own archives on modern lines.

The story of the Central African Archives begins with the establishment at Salisbury of the Archives of Southern Rhodesia in 1935. The first Archives Act (1935) followed closely the South African Act of 1922 and provided for the centralization of custody of public records, the acquisition by the government archivist of private historical materials and the appointment of an archives commission as an advisory body. It was twelve years later that the activities of the Salisbury Archives were extended to the neighbouring colonies of Northern Rhodesia and Nyasaland and the Salisbury Archives was renamed as Central African Archives. This far-reaching change was brought about by the Archives Amendment Act of Southern Rhodesia (1946) and complementary legislation in the two other colonies. At present temporary records depots have been set up at Zomba (N. Rhodesia) and Livingstone (Nyasaland); but within a period of about five years their muniments will be transferred to the new building at Salisbury which will be the central repository.

The archives of Southern Rhodesia were in a perilous condition until 1935. The colony which was governed until 1923 by the British South African Company which was primarily a commercial body and paid little attention to the preservation of their old records with the result that large bodies of them were lost by dispersal even beyond the frontiers of the colony. The archives of the Company at the time Southern Rhodesia became self-governing, were partly left in the colony and partly in its London and Capetown offices. The Archivist was faced in 1935 with a twofold problem of stopping wanton destruction of records in the different departments and districts of the colony and bringing them to the repository at Salisbury and of arrangement for the transfer of records from London after negotiating with the Company. Though it has not been possible to recover all the records, the Archivist's efforts have succeeded in fulfilling the main task.

Apart from the official archives the Archivist has taken up the acquisition of private manuscripts, rare books and newspapers and their concentration in the repository. Though it is somewhat of a departure from orthodox archival theory, Mr. Hiller has achieved conspicuous success in this respect and the record office has been enriched by deposits of correspondence, diaries, note-books and other papers of famous missionaries, administrators, explorers, soldiers, hunters, travellers and others and the records of certain co-operative bodies. These documents, as pointed out by Mr. Hiller, throw light on every aspect of life, from commerce and education to war and rebellion. The most important among these acquisitions of historical manuscripts are the papers of the Moffats, the famous missionary

family, the well-known explorer, Thomas Baines and François Coillard whose influence was mainly responsible for the extension of British 'protectorate over Barotseland.

The Southern Rhodesian archives were housed in 1935 in two small rooms and since then there have been frequent changes of premises. At present the repository is located in some sub-ground floor rooms of Milton Building, a block of government offices in Salisbury. This, of course, is a temporary lodging for the Central African archives. A new site has been selected in the outskirts of Salisbury and plans have been completed for a specially designed and air conditioned functional building with all essentials of a modern archival repository, offering optimum conditions for the preservation of records and fitted in its various sections with modern installations. The Chief Archivist is assured of ample funds for this project and it will not be long before the new depository is completed. The plans of the building described in detail in the Report are of special interest for those who may be called upon to provide modern homes for records of their countries.

The Central African Archives are performing, as it happens in many small countries, certain ancillary services which in larger countries would be regarded as outside the scope of an archival institution. The Library in the archives is not merely a staff library, but has been built up to serve the needs of the research workers, containing a complete collection of books on Central Africa and several reference works. It also serves the public by doing bibliographical and reference work on their behalf as well as for the government. Since 1938 it has become a copyright library because the Printed Publications Act (1938) has provided for the compulsory deposit of all books in the Library of Archives. The Archives also contain private manuscripts, maps and pictures and has a small museum attached to it.

Of special interest to students of Central African history are the publication activities of the Archives. In order to make these records accessible to the student and the general public calendars, inventories and guides are being prepared. However, a matter of greater significance is the programme to publish important groups of materials in the Historical Manuscripts Section illustrating the history of the colonies. Sir Ernest Oppenheimer's generosity has enabled the Archives to give a practicable shape to the plans and several volumes have been brought out in the Oppenheimer Series.

The Report is a well-planned work and written in a lucid style. This comprehensive account of the activities of the young archival organization and its major problems is well worth reading from cover to cover. Though prepared primarily for the members of the Royal Commission for Central African Archives it would be useful to archivists and laymen interested in the preservation of records and historical manuscripts. The production of the publication is of high standard and worth emulation by those who are responsible for bringing out official publications in this country. The inclusion of several

illustrations have added much to the utility of the Report and they bear witness to a healthy and vigorous archival programme in Central Africa.

The appendices contain the texts of various acts and ordinances issued in the three colonies for regulating the archival service and controlling the disposal of records. They can offer a basis for archival legislation for countries whose archival wealth has not been well looked after so far.

V. C. JOSHI

*A Guide to the Archives of the Central Record Office, N. W. F. Province* by S. M. Jaffar (Peshawar, The Manager Government Printing and Stationery, 1948; pp. X, 50).

MR. JAFFAR is to be congratulated on bringing out this Guide to the records holdings of an archival agency which came into existence in the post-war period. Incidentally it is the first publication of this type coming from the Dominion of Pakistan.

As pointed out in the 'Foreword' by Sir George Cunningham, Governor of the North-West Frontier Province, a large share of the credit for the creation of a Central Record Office at Peshawar is due to Mr. Jaffar "without whose enthusiasm the scheme would not have come to fulfilment". Mr. Jaffar was a familiar figure at the meetings of the Indian Historical Records Commission during pre-partition days where he represented the government of his province. It was quite in fitness of things that he should be the first Keeper of Records of the Government of North-West Frontier Province.

The muniments in the Record Office at Peshawar cover a period of approximately fifty years, 1849-99. The Province was a Division of the Punjab till 1901 and was administered by a Superintendent and Commissioner with his headquarters at Peshawar. When the N. W. F. Province was created it received the records relating to its territories which continued to be kept at the Civil Secretariat. In 1939 the Government arranged for their weeding and more than 1,200 bundles of documents were marked for destruction. These were, however, saved by the timely intervention of the Director of Archives to the Government of India and the bundles were transferred to his custody in 1940. These records, even on a superficial examination at the Imperial Record Department (now National Archives of India), were found to contain valuable historical data particularly regarding relations with Afghanistan and frontier tribes. At the conclusion of the war when the Central Records Office at Peshawar was established these records were sent back and they now form the nucleus of the archives there. The holdings have been enriched by the recent accession of records of the Political Branch of the N. W. F. P. Civil Secretariat. All these documents have been flattened and systematically arranged according to their provenance.



The archives described in the Guide fall into seven main groups: Foreign, Military, Finance, Revenue, Home, Public Works and General or Miscellaneous. Mr. Jaffar has clearly indicated the value of each group as source material for history which would be of considerable help to research students. Among the documents of outstanding importance mention may be made of *Ahwal-i-Kabul* or Kabul Diaries received from British Vakeels at the Court of the Amir of Kabul; Khyber Diaries prepared by Political Officers and journals and news bulletins received from newswriters at Jalalabad, Kabul, Kandahar, Herat and other places. These documents are certainly invaluable for a correct understanding of the British relations with Afghanistan, Russian designs in Central Asia and tribal affairs during the second half of the 19th century. There are also some papers relating to the activities of the Kukas and Wahabis who were a source of great anxiety to the British administration during this period.

The Keeper of Records of N. W. F. Province has also undertaken to preserve as a trustee historical manuscripts in private collections which otherwise might perish due to indifference and ignorance of their owners. These papers are made available for the use of research scholars.

Chapter V of the Guide contains Historical Research Rules which are similar to the rules of the Imperial Record Department. It is hoped that the discrimination against the scholars belonging to "states" regarding accessibility of records will soon be abolished as has been done by the Government of India. Among the appendices the reader will find one concerning syllabus of Diploma Courses in "Training in Archivism" conducted at the Record Office.

The Guide is a useful work and promises well for the succeeding publications of the N.W.F.P. Central Record Office.

V. C. Joshi.

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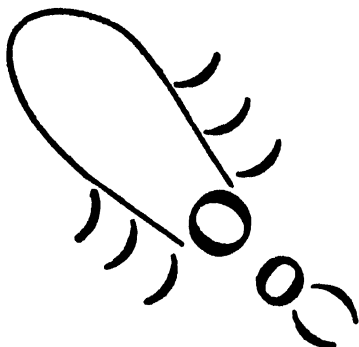
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